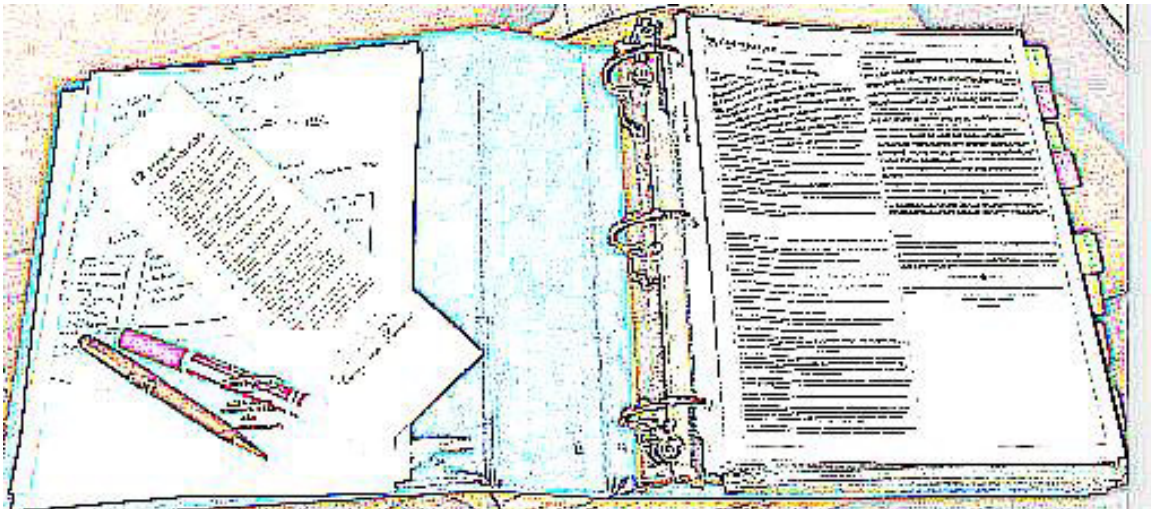


The Home Management Binder: The Housewife's Best Friend

*This is the day which the LORD hath made; we will
rejoice and be glad in it. —Psalm 118:24*



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Edited by Erik Brauer

The Home Management Binder: The Housewife's Best Friend

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Updated 2008

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All scripture references are taken from the King James Version Bible, the inerrant Word of God.

What You Will Learn from This Book



Organization is easy. You just need to get organized first...

Welcome to the updated edition of this book. This book was originally written in 2005, and updated in 2008. There are about 50 pages of new or updated information added to this book. Enjoy. ☺

This book will be helpful for Christian stay at home moms. However this book will likely prove helpful to anyone who is looking for more organization in running a household. This is a book of tips, tricks, and peace. Grab yourself a nice cup of tea, and sit down and enjoy...

You won't learn how to snap your fingers and make your dreams instantly come to fruition. You also won't learn how to force others to bow to your will.

However, you will learn how to:

- Have a more restful life
- A cleaner house
- A more organized life in general
- How to make household cleaners from scratch
- How to make bread and other foods from scratch, which can induce weight loss and save money
- How to fit time into your day for exercise and healthy eating
- How to "get it all done," and still have some quiet time for yourself

The properly organized Christian woman is a very happy and fulfilled one. She beams with joy, and her smile is bright. She is a living ministry to others; just by the way she lives her life. She is looked up to, and is a wonderful example for young ladies to learn from.

She has learned that by humbling herself, and living in accord to God's will, her life is blessed abundantly with a true joy that is not fleeting. Are you ready to become that joyful, organized Christian woman?

What Is a Home Management Binder?



It's like a brain in a book...

Many mothers out there have prayed a prayer similar to this one:

God, how can I be a better mother? It seems that I just can't keep the house clean, the kids are running wild, and I'm just too tired to cook nutritious meals, or spend quality time with my husband and children. Please help me.

I've read testimonies of mothers praying this type of prayer, and of the answer they received. They received a similar answer to mine, when I prayed a similar prayer.

That answer was organization.

It seems that for many people, the word "organized" carries the connotation of *OCD (Obsessive Compulsive Disorder)*, or of *uptight unhappy people*. This is not the type of organization this book is going to discuss. This book will discuss the freeing (yes, freeing) power of having a Home Management Binder. After you're done reading this book, you'll know the "trick" to obtaining complete organization, which can result in a cleaner home, happier environment, happier family, and a more restful, joyful you.

Response to an article I wrote on my website now known as <http://www.KeepingTheHome.com>, called "Home Management Binder 101," showed me that there is a large interest in home management and organization among tremendous numbers of stay at home moms. This is why I wrote this book. God has helped me and many others become happily organized, and I'm now going to share with you what I've learned. In the spirit of Titus chapter 2 and Proverbs chapter 31, I want to pass on to you some wonderful things I've learned thus far...

... to be sober, to love their husbands, to love their children, To be discreet, chaste, keepers at home, good, obedient to their own husbands, that the word of God be not blasphemed. -Titus 2:4b-5

She looketh well to the ways of her household, and eateth not the bread of idleness. Her children arise up, and call her blessed; her husband also, and he praiseth her. – Proverbs 31:27-28

A Home Management Binder is a simple 3 ring binder that contains vital information about the proper running of a home. It can contain things such as cleaning schedules for you and your children, menu plans and recipes, and maybe even exercise routines. Expect your Home Management Binder to be thick, and fun to put together and use.

So that you don't feel overwhelmed, this book will hold your hand, and lead you step by step, showing exactly how to make and implement your Home Management Binder.

Is this going to be time consuming? That depends on you. You can choose a few hours of one day each week to work on your binder, or you can start on your binder as soon as your children are in bed, and put in several hours on it, and get it all done at once. It all depends on your personality. Do you like to get things done right away or work on things little by little, throughout the day (or week)?

You don't have to wait until your binder is 100% complete before you implement it. You can start using it after you have just the first few sections set up. As you add a new section, you'll be able to integrate that section into your life. Each day you will become more and more organized, and get so much more done.

The Home Management Binder discussed in this book will have the following sections in it:

- Schedules
- Menus
- Cleaning
- Homeschool
- Children
- Budget

- Other/Miscellaneous
- Recipes
- People Contact Information

Your Home Management Binder is not going to be boring or ugly. It will be breath taking, beautiful, functional, and easy to use. In fact, if an emergency arises, and you need to have someone come over and watch your children, you can show that person your binder, and they can keep the household running like usual, via the help of your Home Management Binder.

The Home Management Binder has taken off like wildfire, and many stay at home moms all over the world are using one, or something similar to one. Simply go online to <http://www.google.com>, and do a search under the term "home management binder," and enjoy reading over the great information you'll get from that search.



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# *What a Home Management Binder Can Do For You*



*“Momma is so much more relaxed and happy now,  
and the house is clean and our meals are so yummy!”*

*Sandra couldn't believe the mess her house had become. Only a few days ago she scrubbed just about everything, put away all of the stuff that wandered away from its home, dusted, cleaned mirrors, and the house looked great. Now it's in shambles. She has to step over toys, clothes, empty packaging, and even empty milk cartons. It's like a whirlwind went through her house. Everywhere she looks, it looks like a disaster.*

*Meanwhile, her children are bickering with each other, and yelling for mommy's justice to remedy a simple problem.*

*Her husband comes home at night as a grump, and stays that way until it's time for him to go to work the next day, or until he decides he needs to "get out for a bit."*

*Sandra is 30 pounds overweight, has tangles in her hair, is wearing stained sweat pants and a baggy tee shirt, and mourns that she just doesn't seem to have any time for herself anymore. She thinks upon the "good ole days," when she styled her hair, dressed nicely, and was able to keep her house in decent order: Before the children...*

*A pang of guilt stabs her in the pit of her stomach, as she remembers that God says in His Word that children are a blessing from the Lord. She should be thankful for them. She knows there is a better way, but she just doesn't know what to do. Silently, she stops her rushing around, drops to her knees, and pleads with God for help.*

For stay at home moms, the answer can come in different forms. It could be a direct revelation from God, or it could be God bringing certain people, websites, or literature to their attention.

If you find some similarities between Sandra and yourself, then this book may be part of the answer to your prayer or yearning.

With the proper implementation of a Home Management Binder, you can:

- Have a clean house, that is always “company ready”
- Lose weight, get in shape, or tone up a bit
- Provide a loving and restful environment for your husband and family
- Have the time to pursue your own hobbies
- Have children that are well-behaved and happy
- And you may just find that there is more to life than you thought, and that are you ready to grab the bull by the horns and enjoy the ride!

## Picture This...

*Sandra created something called a Home Management Binder. She has begun to implement it, and has been amazed at all she can now accomplish.*

*Her house is cleaned (and is staying that way) and her children are playing quietly, and not bickering. Her husband now gives her a kiss when he comes home from work and comments on how delicious dinner smells. She's lost her extra 30 pounds and dresses nicely again, and she again finds life exhilarating.*



Can a Home Management Binder really do this? No, it cannot. It's just a thing - a tool. However, when the tool is properly calibrated and used correctly, the person using it can expect fantastic results.

The Home Management Binder doesn't change you, or take over your life. It simply helps get you (and your mind) organized. However, just like any good tool, if you don't use it, it can't possibly do anything for you.

Can you picture yourself as the Sandra described above? Can you even fathom the possibility? If so, then you will succeed. You just need to make the commitment, and go for it.

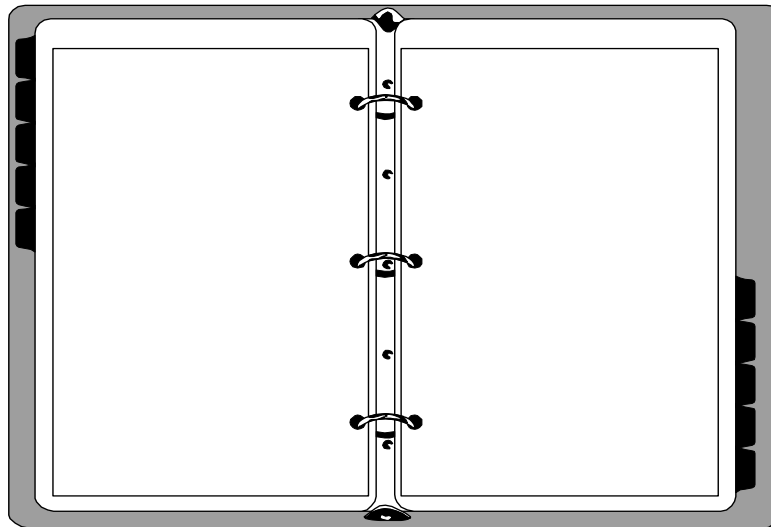
I think it's about time to get started. Are you ready? Set aside either a large block of time to get it all done at once, or set aside a block of time each day, (or once a week) to do this. Also, you may need to run to the store to pick up a few things. They won't cost much, and you should be able to get all of your supplies from the office section of Wal-Mart, or a stationary store.



Once you've decided when you can run to the store, and when you can start your new best friend (your binder), then you're ready to proceed to the next page. ➔

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Let's Get Started!



*And all through the hours the quiet words ring,
Like a low inspiration, 'Do the next thing.'*
- Quoted from the poem "Do The Next Thing" - author unknown

First off, you obviously need a binder. Your binder is going to get thick. It's almost like a living thing; it will grow and change for the better as you implement it to you and your family. It will adapt as your family changes and grows.

I suggest your binder be the big three-inch-thick kind, and have a plastic cover over the front of it, so that you can slide a piece of paper into it, to show on the cover. If you are unable to obtain a binder like this, don't let that stop you. Grab what you can, and improvise.

Other supplies that will be handy are:

- ✓ Clear page protectors that can be put into your binder (The Avery and Office Depot brands are pretty good)
- ✓ Notebook paper, or general scratch paper
- ✓ A spiral notebook with holes in it, so that it can be put into the binder (This is optional, but great if you'd like to keep a journal in the very back of your binder.)
- ✓ Stick on index tabs that can be written on (like 3M Post-it # 686-PGO)
- ✓ A pen and pencil
- ✓ A dry erase marker
- ✓ A zippered pocket/pouch that is made to be put into a three ring binder to hold things such as pens and extra stick on tabs
- ✓ Little Post-its that can be stuck onto certain pages in your binder, should you need to leave a note for yourself

If you are unable to obtain everything above, don't worry about it. Whatever you do, don't make that an excuse to not continue on. Work with what you have, and be creative.

Hint: Don't aim for perfection, or you'll never jump in with both feet, and your binder will eventually fail you.

From this point on, if I mention one of the above listed materials and you don't have it, and cannot get said material, then just use your creativity. Make it work with what you have available.

Now that you have your supplies ready, let's start the fun. First off, I have a rule: You are not to work on the inside of your binder, until the outside makes you smile.

In order to fulfill that rule, you'll need to make the front cover of your binder pretty. If you are good at drawing, then you can take out a blank piece of paper, draw something beautiful and inspiring, and slip that into the cover of your binder. If your binder does not have a plastic pocket on its front, then consider decorating directly onto the binder, or gluing a paper onto the front, and decorating that. Get creative with it.

Many women opt for flowers, or a print out of one of their favorite art pieces for their cover. You could also use computer software to design a cover from clip art. If you like to do scrap booking, then you may want to put your skill to work in the design of your cover.

You'll know you're done with your binder's cover when you look at it, and it makes you smile.

The first thing to do inside your binder is to stock it. This simply means it's time to start putting in some of the supplies I mentioned earlier.

Put in some empty clear page protectors. Behind that, put in some loose notebook paper or some type of scratch paper. After that, put in your spiral notebook (optional, but suggested). In the front or back of your binder, put in a pocket/pouch that is zippered, and put in some pens, pencils, a dry erase marker, some stick on index tabs, some Post-Its, and maybe some postage stamps, etc.

The skeleton of your binder is now put together, and you're ready to start putting in the organizational content.

From this point on, each time you make a page for your binder, be sure to put it in its own page protector.

You're off to a wonderful start. It only gets more fun from here...



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## *The Schedules Section*

| <i>Time:</i> | <i>Me:</i>                                 | <i>8yr old:</i>                                                                       | <i>5yr old:</i>                                           | <i>3yr old:</i>                                           | <i>1yr old:</i>                   |
|--------------|--------------------------------------------|---------------------------------------------------------------------------------------|-----------------------------------------------------------|-----------------------------------------------------------|-----------------------------------|
| 7:30am       | Morning Routine                            | Room chores then Bible                                                                | Room chores then table activity                           | Room chores then table activity                           | Play pen then play in living room |
|              | Breakfast and morning devotional           | Breakfast and morning devotional                                                      | Breakfast and morning devotional                          | Breakfast and morning devotional                          | Breakfast and morning devotional  |
|              | Table chores                               | Table chores                                                                          | Table chores                                              | Table chores                                              | Play pen                          |
|              | Teeth                                      | Teeth                                                                                 | Teeth                                                     | Teeth                                                     |                                   |
|              | Homeschool                                 | Homeschool                                                                            | Homeschool                                                | Homeschool                                                | Homeschool                        |
|              | Cleaning chores                            | Cleaning chores then play in grown up room                                            | Cleaning chores then play with 3yr old                    | Cleaning chores then play with 5yr old                    | Play pen                          |
|              | Read, tidy house, make lunch               |                                                                                       |                                                           |                                                           |                                   |
| 12:15pm      | Lunch and family read aloud                | Lunch and family read aloud                                                           | Lunch and family read aloud                               | Lunch and family read aloud                               | Lunch and family read aloud       |
|              | Table chores                               | Table chores                                                                          | Table chores                                              | Table chores                                              | Play pen                          |
|              | Play time at park if possible              | Play time at park if possible                                                         | Play time at park if possible                             | Play time at park if possible                             | Play time at park if possible     |
|              | Kid baths/showers                          | Shower or play                                                                        | Shower or play                                            | Bath or play                                              | Bath or play                      |
|              | Family Bible Study                         | Family Bible Study                                                                    | Family Bible Study                                        | Family Bible Study                                        | Family Bible Study                |
|              | Set up kids for quiet time                 | Quiet time                                                                            | Quiet time                                                | Nap                                                       | Nap                               |
|              | Grade papers                               |                                                                                       |                                                           |                                                           |                                   |
|              | Exercise                                   |                                                                                       |                                                           |                                                           |                                   |
|              | Put away laundry and start dinner          |                                                                                       |                                                           |                                                           |                                   |
|              | NT meal preps                              | Quiet time                                                                            |                                                           |                                                           |                                   |
|              | Set up children with evening activities    |                                                                                       |                                                           |                                                           |                                   |
|              | Do afternoon chores, and then work on blog | Finish homeschool, then:<br>M/W – Computer<br>Tu/Th – Tape Time<br>F – Table Activity | M/W – Table Activity<br>Tu/Th – Computer<br>F – Tape Time | M/W – Tape Time<br>Tu/Th – Table Activity<br>F - Computer | Play in living room               |
| 6:15pm       | Dinner                                     | Dinner                                                                                | Dinner                                                    | Dinner                                                    | Dinner                            |
|              | Table chores                               | Table chores                                                                          | Table chores                                              | Table chores                                              | Play pen                          |
|              | Family fun time                            | Family fun time                                                                       | Family fun time                                           | Family fun time                                           | Family fun time                   |
|              | Kids get ready for bed                     | Get ready for bed                                                                     | Get ready for bed                                         | Get ready for bed                                         | Get ready for bed                 |
|              | Tuck in children                           | Get tucked in                                                                         | Get tucked in                                             | Get tucked in                                             | Get tucked in                     |
|              | Shower and then time with Hubby            | Sleeping                                                                              | Sleeping                                                  | Sleeping                                                  | Sleeping                          |
| 11:30pm      | Before bed routine                         |                                                                                       |                                                           |                                                           |                                   |

*“To every thing there is a season, and a time to every purpose under the heaven.” –Ecclesiastes 3:1*

This chapter will guide you in creating the main brain of the Home Management Binder – the Master Schedule. After you have your Master Schedule made, it should be put into some clear page protectors. Then write “Schedules” on one of your stick on index tabs, and stick that tab to the first page of your schedules section.

The most important part of your schedules section is going to be your Master Schedule. Before we continue on, I should make it clear that you are the master of your Master Schedule. The Master Schedule serves you - you don't serve it. If you receive an unexpected guest, certainly you can drop your schedule and spend time with them, especially since your house will already be in such good order.

God is the Master of you. Therefore, if you ever feel “stuck” on a portion of the schedule you're making, stop and ask for God's guidance. After you have your schedule made, show it to your husband for his approval. If there is a section of your schedule that your husband wants you to alter, then alter it. The schedule is supposed to bless you and your family, not bring distance.

Your schedule will be there to help you, not hinder you. It will be your helper and guide. The reason I call it a “Master Schedule,” is because with this system you will not need a different schedule for each day of the week. It will all be on one Master Schedule, and may even fit on one piece of paper. Even if you have different tasks for different days of the week, the Master Schedule will work for you.

### **Creating a Schedule that Blesses**

When someone says that they and their children run off of a Master Schedule, what's the first thing that crosses your mind? Is it:

*“I'm glad a schedule works for them, but I just can't do that. I wish I could.”*

You can, and this book will show you how. The “secret” is in the proper creation and implementation of the schedule.

Creating a schedule will help you find out where your day really goes. This is especially important if there are certain things you never seem to get around to doing each day.

You’re in control of your schedule, and what is in it. It is right in front of you, where you can see it, so that you can easily make decisions about what’s really important to you. It’s easier than you may think. I’ll guide you step by step, and you’ll see how much fun putting together a Master Schedule can be.

### **There’s Good News**

Properly creating and implementing a Master Schedule for you and your children can bless you.

- You can have room for flexibility and spontaneity.
- You can get lots of things done, and still have time for pursuing hobbies.
- You can have a clean and organized house, which continues to stay clean and organized.
- You can get more rest.
- You can have more energy
- You can learn new skills and pursue new hobbies. – (Self Improvement)
- You can lose weight, get fit, and be healthy.

### **How My Schedule Blessed Me**

I’ve been using different types of schedules since I was a teenager. Then I grew up, got married, and had children. I realized (via prayer) that I had to change my scheduling system so that it included my children. I coordinated their ‘schedules’ into mine. I started scheduling read aloud times (these are in addition to the usual bed time stories), family Bible studies, family devotion times, homeschool

times, project times, training times, play times, and a bit more rest time for mommy.

My Master Schedule keeps me on task. I'm able to exercise, cook, clean, read, work on my website, make our meals from scratch, play with my children, homeschool my children, spend time with my wonderful husband, teach myself new skills, and maintain a comfortable, clean, and organized environment in my home.

### **How to Make a Schedule that Blesses**

1. Write out a list of all basic, mandatory things that you need to accomplish each day. Here are some examples to help you start your list:

- Cook
- Clean
- Homeschool the children (if you homeschool them)
- Shower and other hygienic duties
- Kid's baths
- Bible study, prayer, and devotions

Now write out another list. List some of the things you'd also *like* to implement into your daily schedule, if you can. For example:

- Exercise
- Reading
- Sewing
- Gardening
- Family read aloud time

Write out the times that you usually (or would like to) get up in the mornings, go to bed, and have meals. For example:

- Get up at 7:00am
- Breakfast at 8:30am
- Lunch at 12:00pm

- Dinner at 5:30pm
- Go to bed at 10:30pm

Fill in the list of things you must get done, into your schedule.

TIP: Try to get the high-energy stuff done early in the day. You'll get more accomplished this way.

Below is a sample of the beginnings of a schedule:

- 7:00am – get up and get dressed. (Dress nicely, and do your hair! When you look nice, it helps make your whole day nice, and your pretty appearance will bless your family.)
- 8:00am – make breakfast
- 8:30am – eat breakfast
- 11:00am – cleaning chores for the day
- 11:30am – make lunch
- 12:00pm - eat lunch
- 1:00pm – one on one homeschool time with each of the children
- 4:00pm – cook dinner
- 5:30pm – eat dinner
- 7:00pm – bathe kids
- 8:30pm – shower
- 9:00pm - time with husband
- 10:00pm – get ready for bed, then personal devotional, prayer, and Bible study time
- 10:30pm – go to bed

Do you see how your schedule is starting to come together? Next, take a look your list of other things that you'd like to implement into your daily schedule. Take a look at the open time slots you still have in your schedule, and start adding items from your "would like to do each day" list into your schedule. Hint: Continue to schedule most of your high-energy tasks in the early part of the day. Here is a sample schedule with some "would like to do" things added:

- 7:00am – get up and get dressed. (Dress nicely, and do your hair! When you look nice, it helps make your whole day nice, and your pretty appearance will bless your family.)
- 7:15am – Sewing, or hobby time
- 8:00am – make breakfast
- 8:30am – eat breakfast
- 9:15am – family Bible study (read and study the Bible with your children)
- 9:45am – exercise
- 10:45am – quick shower-off
- 11:00am – cleaning chores for the day
- 11:30am – make lunch
- 12:00pm – eat lunch
- 12:45pm – get out supplies and prep for one on one homeschool time
- 1:00pm – one on one homeschool time with each of the children
- 4:00pm – cook dinner
- 5:30pm – eat dinner
- 6:30pm – family read out loud time
- 7:00pm – bathe kids
- 8:00pm – tuck in young children
- 8:30pm – shower
- 9:00pm – time with husband
- 10:00pm – get ready for bed, then personal devotional, prayer, and Bible study time
- 10:30pm – go to bed

## **What to Do With the Kids**

Now you have your schedule, but you may be wondering what to do with your children while you are cooking meals, doing your cleaning duties, exercising, and sewing/doing hobbies etc. This is why I suggest you schedule your children too. Here are some suggestions:

- Schedule your young children to do table activities such as puzzles, blocks, and coloring, while you are cooking.

- Consider having a cooking helper for each meal, alternating between the kids each day.
- Find a hobby for your children to enjoy doing, while you're enjoying your hobby.
- Have your children help you clean. Give them assigned cleaning chores. Young children can wipe down counters and tabletops with a spray bottle of half vinegar and half water. This is a great cleaning agent, and is non-toxic. Your older children can vacuum, dust, scrub floors and swipe toilets.
- Have the children nap, or do some independent homeschool while you are exercising.

## **Implementing Your Master Schedule**

Here are a few tips: Consider the scheduled times as suggested times, and not mandatory times. Look at your schedule as a list of tasks, and mentally or literally check off each task as you finish it. If you wish to check off each task, then make sure your Master Schedule is in a clear page protector, and check off your tasks with a dry erase marker on the page protector. You can use a paper towel to erase the check marks at the end of each day.

If you're scheduled to get up at 7:00am, but were up all night with a sick child (or whatever the situation), and you over slept until 9:00am, then start your schedule there. You may need to skip your hobby time, and make a really quick snack-breakfast, but you can get yourself back on track. Unless it upsets your husband's schedule, don't worry if lunch and dinner end up being an hour late on some days. Sometimes you'll get your tasks done, but will be behind a half hour to an hour on your schedule. That is okay. ☺

Another option is to just pick up on your schedule at whatever time it is, and go with it. For example, if you woke up at 9:00am instead of 7:00am, then consider exercising while the kids are eating a late breakfast. Then eat a quick snack, and pick up on your schedule at the 11:00am cleaning time.

## If You Have More Things to Do, Than There Is Time in the Day

Write out a list of the things that have to be done each day, and then write out a list of things that don't have to be done every single day. Find a section of your schedule, where you can alternate tasks in a certain time block, depending on which day of the week it is. Simply write in the initials for the day, and next to it, what the alternate task for the day is. Here's an example:

- 7:00am – get up and get dressed. (Dress nicely, and do your hair! When you look nice, it helps make your whole day nice, and your pretty appearance will bless your family.)
- ➔7:15am – M-F sewing / Sa gardening
- 8:00am – make breakfast
- 8:30am – eat breakfast
- 9:15am – family Bible study (read and study the Bible with your children)
- ➔9:45am – M-F exercise / Sa gardening
- 10:45am – shower off
- 11:00am – cleaning chores for the day
- 11:30am – make lunch
- 12:00pm – eat lunch
- ➔12:45pm – M-F get out supplies and prep for one on one home school time / Sa read out loud time
- ➔1:00pm – M-F one on one home school time with each of the children / Sa go to town and run errands
- ➔4:00pm – M & W-Su cook dinner / Tu weekly \_\_\_\_\_ meeting, and potluck, healthy dinner out, or whole wheat sandwiches afterwards
- 5:30pm – eat dinner
- 6:30pm – family read out loud time
- 7:00pm – bathe kids
- 8:00pm – tuck in young children
- 8:30pm – shower
- 9:00pm – time with husband
- 10:00pm – get ready for bed, then personal devotional, prayer, and Bible study time



- 10:30pm – go to bed

## Consider Scheduling Your Children As Well

The Bible says:

*The rod and reproof give wisdom: but a child left to himself bringeth his mother to shame. –Proverbs 29:15*

Therefore, if you let your children run wild all day, and you are not watching them, you will probably not have a lot of success in training them via the rod and reproof. ‘A child left to himself bringeth his mother to shame.’ There have also been many testimonies of children with ADHD who did a lot better once they were put on a schedule. Scheduling also works very well for active and/or strong willed children. Children seem to thrive from routine, so by all means, add them to the schedule too. Once a child gets used to the schedule, they enjoy it, because they know what’s going to happen next.

You do not need to create extra pages of schedules for each of your children. Simply put columns in your Master Schedule for your children’s schedules. A sample mother and children schedule may look like this:

| Time:  | Mom:                      | Child 1:                       | Child 2:                       | Child 3:                                       |
|--------|---------------------------|--------------------------------|--------------------------------|------------------------------------------------|
| 7:00am | get up and get dressed    | get dressed and do room chores | get dressed and do room chores | get dressed and do room chores                 |
| 7:15am | M-F sewing / Sa gardening | activity at table              | activity on living room floor  | activity with dad, or mom’s helper with sewing |
| 8:00am | make breakfast            | breakfast chores               | breakfast chores               | breakfast chores                               |
| 8:30am | eat                       | eat                            | eat                            | eat                                            |

|         |                                                                                           |                                    |                                    |                                    |
|---------|-------------------------------------------------------------------------------------------|------------------------------------|------------------------------------|------------------------------------|
|         | breakfast                                                                                 | breakfast                          | breakfast                          | breakfast                          |
| 9:15am  | family Bible study                                                                        | family Bible study                 | family Bible study                 | family Bible study                 |
| 9:45am  | M-F exercise /<br>Sa gardening                                                            | room play time                     | room play time                     | room play time                     |
| 10:45am | shower off                                                                                | room play time or play outside     | room play time or play outside     | room play time or play outside     |
| 11:00am | cleaning chores for the day                                                               | chores                             | chores                             | chores                             |
| 11:30am | make lunch                                                                                | free time                          | free time                          | free time                          |
| 12:00pm | eat lunch                                                                                 | eat lunch                          | eat lunch                          | eat lunch                          |
| 12:45pm | M-F get out supplies and prep for one on one home school time / Sa read out loud time     | homeschool or read aloud time      | homeschool or read aloud time      | homeschool or read aloud time      |
| 1:00pm  | M-F one on one home school time with each of the children / Sa go to town and run errands | homeschool or run errands with mom | homeschool or run errands with mom | homeschool or run errands with mom |
| 4:00pm  | M & W-Su cook dinner / Tu weekly ___?___                                                  | help mom or be with dad            | help mom or be with dad            | help mom or be with dad            |

|         |                                                                                                |                                 |                                 |                                 |
|---------|------------------------------------------------------------------------------------------------|---------------------------------|---------------------------------|---------------------------------|
|         | meeting,<br>and simple<br>healthy<br>dinner<br>afterwards                                      |                                 |                                 |                                 |
| 5:30pm  | eat dinner                                                                                     | eat dinner                      | eat dinner                      | eat dinner                      |
| 6:30pm  | family read<br>out loud<br>time                                                                | family read<br>out loud<br>time | family read<br>out loud<br>time | family read<br>out loud<br>time |
| 7:00pm  | bathe kids                                                                                     | bath                            | bath                            | bath                            |
| 8:00pm  | tuck in<br>young<br>children                                                                   | bed or quiet<br>time            | bed or quiet<br>time            | bed or quiet<br>time            |
| 8:30pm  | shower                                                                                         | bed or quiet<br>time            | bed or quiet<br>time            | bed or quiet<br>time            |
| 9:00pm  | time with<br>husband                                                                           | bed or quiet<br>time            | bed or quiet<br>time            | bed or quiet<br>time            |
| 10:00pm | get ready<br>for bed,<br>then<br>personal<br>devotional,<br>prayer, and<br>Bible study<br>time | sleeping                        | sleeping                        | sleeping                        |
| 10:30pm | go to bed                                                                                      | sleeping                        | sleeping                        | sleeping                        |

## **Commitment Is the Key**

Unless you commit to following your schedule, it will never work. When you feel like it's a struggle, give the burden to God, then put on a big smile and look at your schedule. When you don't feel like it – do it anyways.

Don't feel bad if you don't always follow your schedule. It's not there to be your burden. It's there to be your helper. Things will happen. Let the spontaneity in, and cheerfully work with it.

When you need extra time for projects, or to catch up on things, then use your scheduled hobby time, or schedule in an extra half hour or more in each day for catch up/free time.

Remember, YOU are the master of your Master Schedule.

## **Your Master Schedule's Back Up Plan**

There will be times in your life when you can't follow your Master Schedule, but still need routines to keep you and your household on task. For occasions like these, create a "routines" page. This routines page should be the next page in your "schedules" section, right after your Master Schedule.

To use your routines page, you shouldn't look at the clock. You simply go through all of the routines, and mentally or literally check off each item on the page, until you have completed everything on your routines page.

Your routines page should be divided into three sections:

- Morning
- After Morning – After noon
- Evening – Night

Each of these three sections should contain the things that you need to get done during that time of day. An example routines page is below:

#### MORNING ROUTINE:

- ❑ Get up and get dressed
- ❑ Get the kids ready
- ❑ Fix beds
- ❑ Breakfast
- ❑ Brush teeth

#### AFTER MORNING – AFTER NOON ROUTINE:

- ❑ Family Bible study
- ❑ Exercise
- ❑ Clean
- ❑ Lunch
- ❑ Homeschool

#### EVENING – NIGHT ROUTINE:

- ❑ Dinner
- ❑ Kid's baths
- ❑ Family read aloud time
- ❑ Tuck in kids
- ❑ Tidy up the house
- ❑ Shower
- ❑ Personal Bible study

### **Exercise**

Don't forget to put your exercise routine into your 'schedules' section as well. If you don't exercise, but would like to, I personally suggest you do a half hour to an hour per day, each weekday. If you don't

exercise, I suggest you start. It will increase your energy, and you'll be able to get so much more done each day.

Take weekends off. On Mondays, Wednesdays, and Fridays, do sculpting and toning exercises. On Tuesdays and Thursdays, do cardio. If you are looking for good exercise tapes, I'm happy to refer you to The Firm. You can go to their website at <http://www.firmdirect.com>. They guarantee visible results in just 10 workouts, and I personally know that to be true.

### Personalize Your Master Schedule

Personalize it. I can't emphasize this enough. Also, expect that there are times in your life where you'll be changing or re-doing your schedule – a lot. That is okay. Just as life changes, your Master Schedule will (and should) change as well.

This book was originally written in 2005. In 2008 I updated it.

To help you understand what I mean by personalizing your Master Schedule, here is an anonymous version of my personal 2008 Master Schedule for you to see as an example:

| <i><b>Time:</b></i> | <i><b>Me:</b></i>                                                                                 | <i><b>8yr old:</b></i>                    | <i><b>5yr old:</b></i>                    | <i><b>3yr old:</b></i>                  | <i><b>1yr old:</b></i>                      |
|---------------------|---------------------------------------------------------------------------------------------------|-------------------------------------------|-------------------------------------------|-----------------------------------------|---------------------------------------------|
| 7:30am              | Morning Routine                                                                                   | Room chores then Bible                    | Room chores then table activity           | Room chores then table activity         | Play pen then play in living room           |
|                     | Breakfast and morning devotional                                                                  | Breakfast and morning devotional          | Breakfast and morning devotional          | Breakfast and morning devotional        | Breakfast and morning devotional            |
|                     | Table chores                                                                                      | Table chores                              | Table chores                              | Table chores                            | Play pen                                    |
|                     | Teeth                                                                                             | Teeth                                     | Teeth                                     | Teeth                                   |                                             |
|                     | M/W/F – Bathe 3yr old and 1yr old<br>Tu/Th/Sa – 5yr old and 8yr old take showers<br>Tu/Th - Clean | M/W/F – Play in room<br>Tu/Th/Sa - Shower | M/W/F - Play in room<br>Tu/Th/Sa - Shower | M/W/F – Bath<br>Tu/Th/Sa – Play in room | M/W/F – Bath<br>Tu/Th/Sa – Play in play pen |

|         |                                                         |                                                                                   |                                                           |                                                           |                                  |
|---------|---------------------------------------------------------|-----------------------------------------------------------------------------------|-----------------------------------------------------------|-----------------------------------------------------------|----------------------------------|
|         | Family Bible Study                                      | Family Bible Study                                                                | Family Bible Study                                        | Family Bible Study                                        | Family Bible Study               |
|         | Get ready to exercise while children do cleaning chores | Cleaning chores                                                                   | Cleaning chores                                           | Cleaning chores                                           | Play pen                         |
|         | Exercise                                                | Room play time                                                                    | Room play time                                            | Room play time                                            | Room play time                   |
|         | Tidy house, pack Hubby’s lunch, make lunch              |                                                                                   |                                                           |                                                           |                                  |
| 12:15pm | Lunch and family read aloud time                        | Lunch and family read aloud time                                                  | Lunch and family read aloud time                          | Lunch and family read aloud time                          | Lunch and family read aloud time |
|         | Table chores                                            | Table chores                                                                      | Table chores                                              | Table chores                                              | Play pen                         |
|         | Play time at park if possible                           | Play time at park if possible                                                     | Play time at park if possible                             | Play time at park if possible                             | Play time at park if possible    |
|         | Homeschool                                              | Homeschool                                                                        | Homeschool                                                | Homeschool                                                | Homeschool                       |
| 3:00pm  | Set up kids for quiet time                              | Quiet time                                                                        | Quiet time                                                | Nap                                                       | Nap                              |
|         | Grade papers                                            |                                                                                   |                                                           |                                                           |                                  |
|         | Put away laundry                                        | Correct school work, and then quiet time                                          |                                                           |                                                           |                                  |
|         | NT meal preps                                           | Quiet time                                                                        |                                                           |                                                           |                                  |
|         | Afternoon chores                                        |                                                                                   |                                                           |                                                           |                                  |
|         | Start dinner and continue afternoon chores              |                                                                                   |                                                           |                                                           |                                  |
| 5:00pm  | Set up children with evening activities                 | Finish homeschool, then:M/W – Computer<br>Tu/Th – Tape Time<br>F – Table Activity | M/W – Table Activity<br>Tu/Th – Computer<br>F – Tape Time | M/W – Tape Time<br>Tu/Th – Table Activity<br>F - Computer | Play in living room              |
|         | Finish afternoon chores and blog                        |                                                                                   |                                                           |                                                           |                                  |
| 6:15pm  | Dinner                                                  | Dinner                                                                            | Dinner                                                    | Dinner                                                    | Dinner                           |
|         | Table chores                                            | Table chores                                                                      | Table chores                                              | Table chores                                              | Play pen                         |
|         | Family fun time                                         | Family fun time                                                                   | Family fun time                                           | Family fun time                                           | Family fun time                  |
|         | Kids get ready for bed                                  | Get ready for bed                                                                 | Get ready for bed                                         | Get ready for bed                                         | Get ready for bed                |
| 8:00pm  | Tuck in children                                        | Get tucked in                                                                     | Get tucked in                                             | Get tucked in                                             | Get tucked in                    |

|  |                                                            |          |          |          |          |
|--|------------------------------------------------------------|----------|----------|----------|----------|
|  | Shower on<br>alternating days.<br>Spend time with<br>Hubby | Sleeping | Sleeping | Sleeping | Sleeping |
|  | Before Bed<br>Routine                                      |          |          |          |          |

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The Menus Section



*She looketh well to the ways of her household, and
eateth not the bread of idleness. –Proverbs 31:27*

NOTE: After you write down your menus for this section of your Home Management Binder, don't forget to slip the papers into the clear page protectors in your binder. Then write "Menus" on one of your stick on index tabs, and stick that tab to the first page of your menus section. Do this for each new section in your binder.

Have you ever been in the situation where it was time for dinner, but you didn't have anything cooked, nor did you know what to cook? Maybe you looked through your cupboards and fridge, but couldn't find enough ingredients to make a meal.

This section will help you know what's for breakfast, lunch, and dinner for each day of the week. You will also learn how to use this section of your binder to help you save a lot of money on your grocery bills, yet eat delicious, healthy foods. *You can really do this.*

First off, sit down with some paper and a cookbook. Write out what foods you'd like for each meal. If you are not sure what to cook, then consider some of the simple and delicious recipes from the 'recipes' section on my webpage at <http://www.KeepingTheHome.com>.

If you don't know how to cook, or are not very good at it, then I suggest you get and read a Betty Crocker Cookbook. Read it to learn the basics of cooking, but don't follow all of the recipes in it, as they are not all healthy. For healthy cooking, I very much recommend *Nourishing Traditions*. This is the BEST nutrition and cookbook I have ever read. I seriously suggest you save up your money and purchase *Nourishing Traditions* as soon as you can.

Cook delicious and nutritious meals. On the following page begins a sample menu of healthy meals that are easy to make:

Breakfast:

MONDAYS – Scrambled eggs, toast, fresh fruit, milk

TUESDAYS – Baked oatmeal, fresh fruit, milk

WEDNESDAYS – Baked French toast, fresh fruit, milk

THURSDAYS – Boiled rice eaten as a cereal, fresh fruit, milk

FRIDAYS – Butter and peanut butter toast, fresh fruit, milk

SATURDAYS – Omelet, toast, fresh fruit, milk

SUNDAYS – Breakfast casserole, fresh fruit, milk

Lunch:

MONDAYS – Peanut butter honey sandwiches, fresh vegetables, fruit juice

TUESDAYS – Cheesy rice, fresh vegetables, fruit juice

WEDNESDAYS – Tuna sandwiches, fresh vegetables, fruit juice

THURSDAYS – Hard-boiled egg sandwiches, fresh vegetables, fruit juice

FRIDAYS – Homemade macaroni and cheese, fresh vegetables, fruit juice

SATURDAYS – Baked cheese sandwiches, fresh vegetables, fruit juice

SUNDAYS – Tuna sandwiches, fresh vegetables, fruit juice

I like to use the same breakfast and lunch menus each week. I only change our breakfast and lunch menus when we get tired of them, or when I just want to change them around. However, I make a new dinner menu each week. I suggest you do the same... Have a regular breakfast and lunch menu that pretty much stays the same week to week, but make a new dinner menu for each week.

Choose which day each week would be good for you to do this on. I currently get my groceries on Thursdays, so I plan out my week's menu every Wednesday, while I'm making my grocery list. Below is a sample one-week dinner menu:

Dinner:

MONDAY – Spaghetti, mashed sweet potatoes, salad, Kombucha

TUESDAY – Lentil stew, steamed veggies, Kombucha

WEDNESDAY – Roasted chicken, roasted veggies, Kombucha

THURSDAY – Homemade chicken soup, salad, Kombucha

FRIDAY – Salmon on rice, salad, Kombucha

SATURDAY – Pot roast (or roasted lamb), roasted veggies, Kombucha

SUNDAY – Split pea soup, baked potatoes, Kombucha

What is Kombucha?

I'll share with you what Kombucha is, and how to make it, later in this book. I'll also share some fantastic life-changing recipes with you as well. 😊

After you have your menu plan on paper, think upon all of the ingredients you'll need in order to make all of those meals, and write them down. Add to that list the daily hygiene products you and

your family use, and you have yourself a Master Grocery List. Organize your Master Grocery List into sections. For example, have a frozen section, dry good section, hygiene section, and a produce section, etc. Put your Master Grocery List in your binder after your menu plans.

Each week, when you're making your grocery list, first write down what you already know you need. Then, look at your breakfast, lunch, and dinner menus, and write down what you know you'll need to follow those menus for the week. After that, glance through your Master Grocery List, and write down anything from that list that you know you need more of.

You now have a rough grocery list. Now you need to organize and order your list, so that you won't spend extra time in the store, when you could be home getting more things accomplished. I like to use a four-colored ink pen to organize my grocery list. I move to the other side of the paper, from the rough list I made, and start by writing down all of the non-food items I'll need in black ink. Then I write down all of the dry goods in blue, all of the produce in green, and the meat, dairy, and frozen foods in red.

I also make my list fit the order of isles in the store I shop at, so that I can just go isle to isle, and my list is in the order of those isles.

Later in your binder, you'll have a 'recipes' section. This is where you'll keep your main recipes.

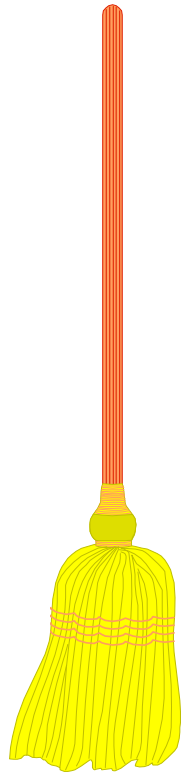
Meanwhile, you may want to put in several different weekly dinner menus into the Menu section of your binder. This way, if you don't have time to make a dinner menu, you can just use one of the pre-written menus.

Having and using the Menu section in your Home Management Binder will help you cook healthy meals for your family, and help you to save money, because you'll be just buying what you need – right?

HINT: Bypass the junk foods and snacks. You don't need them, and your body will thank you for it later. Did you know that artificial flavorings are often derivatives of anti-freeze, oil paint solvents, and/or formaldehyde? Most junk foods are not really real food! ...At least - not anymore... How many things do you put into your grocery cart, which you intend to eat, but nature never did intend for human consumption? Kick the junk food habit.

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## *The Cleaning Section*



*Don't waste your time with inefficient cleaning. You can have a clean house without spending all day cleaning.*

The next section in the Home Management Binder is the cleaning section. There are many different cleaning plans, but here are the most common:

- Once a week clean-a-thon
- Cleaning one room per day
- Dividing the house into zones, and cleaning a specified zone for the day or week
- Doing certain tasks per day so that by the end of the week the whole house is clean (task-by-task cleaning)

I personally prefer the last option.

For the cleaning section of your binder, decide what type of cleaning plan you'd like to do, then type or write it out. If you can't decide, or you'd like to use a task-by-task routine, then try the below task cleaning routine:

### **Monday Cleaning**

Monday cleaning duties:

- ✓ Take out the trash
- ✓ Wash all bedding laundry
- ✓ Take apart and clean stove top
- ✓ Clean all appliances
- ✓ Focus cleaning
- ✓ Project

### **Bedding Laundry**

When you get up in the morning, start your first load of laundry. If you have small children who take naps, then wash their bedding in your first load. Wash your own bed's sheets and pillowcases last.

Your first load should be done and ready for the dryer after breakfast. Then, you can get your next load going in the washer. Use



a timer if you need it. Your goal is to have all bedding laundry washed and put away, and all beds made before lunchtime. Sometimes you may not be able to get it done before lunch, but if you stay on top of it, you'll get it finished in a quick manner.

**RULE:** Always put away laundry as soon as it's done in the dryer. It only takes a few minutes. (!)

## **Recommended Cleaning Tools for Monday Cleaning**

Multi-purpose cleaner

A sponge with a yellow spongy side, and a rough green scrubbing side

Paper towels

Dishtowel

A timer

## **How to Clean Your Stove Top**

Remove all the knobs and burner rings, and set them to the side.

Remove all the drip pans.

Use a sponge or paper towel and some multi-purpose cleaner to wipe and clean under your stovetop lid.

Use a sponge and multi-purpose cleaner to wipe off all of the outer parts of your stove.

Grab the drip pans, and wipe them off under running water. Use your sponge. Dry the drip pans with a dishtowel, and put them back into the stovetop.

Wipe off the knobs, and put them back onto the stovetop.

Wipe off the burner rings, and put them back onto the stovetop.

## **How to Clean the Rest of Your Appliances**

Grab your sponge and the multi-purpose cleaner, and get ready to clean your fridge, freezer, microwave, dishwasher, oven, oven hood, washer, dryer, and any other major appliances you may have. The trick to cleaning them is to do it in this order:

First, clean the outside of the appliance, working from the top to the bottom, going around the appliance clockwise, or counter clockwise, as you're working down. After the outside of the appliance is wiped down, clean the inside. Again, start at the top, and then work your way down, going clockwise, or counter clockwise.

## **Focus Cleaning**

Every Monday, pick an appliance that will get a detailed focus cleaning. Alternate each appliance for this, each week. One Monday, you may do your microwave, then the next Monday, the freezer, etc. With Focus Cleaning, you remove anything from on, or in the appliance that is not attached to the appliance. Once empty: Super-clean the appliance with a multi-purpose cleaner and a sponge. For example, if your focus appliance for this week were your freezer, then you'd take everything off of the top of the freezer, and take everything out of the freezer. Then, you'd wipe it down, in EVERY nook and cranny, inside and out, and clean every detail. Then, put everything back.

On the cleaning of the non-focus appliances, don't worry about moving a lot of things out of the way. If one of your non-focus appliances is the fridge (for example), then don't take everything off of it, or from the inside. Just move things to the side, and clean under them, then put them back. Cleaning the fridge this way should only

take you about 7 minutes. You'll do a detailed cleaning of the fridge when it's your focus appliance for the week.

At this point I suggest you sit down, and list all of your appliances, and assign them each to a Monday on a calendar in your binder, for a focus cleaning, rotating them through the weeks.

## **Your Project**

After you've finished your focus cleaning for the day, get out your timer, and set it for 15 minutes. Those 15 minutes are for your project time. This should be something that you've really wanted to clean or organize in your house for a long time, but could never find the time. This could be anything from bleaching tile grout, to decluttering a room. Set your timer for 15 minutes, and go at it. After the timer goes off, you'll be amazed at how much you got done in such a short amount of time. Put your stuff away. If you did not finish the project, don't worry, as tomorrow you'll do more with your 15-minute project, or start a new one.

## **Tuesday Cleaning**

Tuesday cleaning duties:

- ✓ Towel and wash cloth laundry
- ✓ TV and computer screens
- ✓ Mirrors
- ✓ Dusting
- ✓ Wipe downs
- ✓ Focus cleaning
- ✓ Project

## **Towel and Wash Cloth Laundry**

Start your first load of laundry for the day when you get up in the morning. The goal is to have all of this laundry done and put away before noon.

Don't forget the Laundry Rule: Put away all laundry as soon as it is done in the dryer. It only takes a few minutes. *A stitch in time saves nine.*

### **Recommended Cleaning Tools for Tuesday Cleaning**

Multi-purpose cleaner

Paper towels or coffee filters (for mirrors and glass)

Washcloth

A feather duster

Oil based cleaner for wood surfaces

A timer

### **How to Clean TV Screens, Computer Screens, and Mirrors**

Grab some coffee filters and some multi-purpose cleaner. Go from room to room, around your house... Simply spray a few squirts of the cleaner on each TV screen, computer screen, and mirror, and wipe it down with a coffee filter (or you could use a soft paper towel). Coffee filters can be used instead of paper towels. They don't leave lint and are not too abrasive to the surface.

### **How to Dust**

Grab your duster, and go through each room in your house. The order in which to dust should be this:

First, dust the tops of all doorframes, ceiling fans, light fixtures, etc. Don't forget to remove any cobwebs as well. Always start by dusting the top of your room, going around clockwise, or counter clockwise. Then, move to the walls: Pictures, night-lights, shelves, knickknacks,

etc. Work around the room. Eventually, you'll have dusted from top to bottom, going around the room. If you haven't dusted for a long time, you will probably have some major dust bunnies floating about. Let the dust settle on the floor, then do a quick vacuuming to pick it up. If you dust regularly, then all the dust will be captured in your feather duster, and you won't have to vacuum after dusting. Remember to dust every single room in your house, and don't forget the hallway as well. (Dust above every door, and remove those cobwebs from the ceiling corners.)

If you have a significant amount of dust (possibly from recent drywall work, for example), I recommend that you purchase a hepa filter air-cleaning machine, a Honeywell, for example. If you live in a large city with lots of pollution, get an air cleaner which also has an activated charcoal filter. Place the machine in a central location and run it all the time. After a couple of weeks you should find that dusting is much faster, and that there is much less dust between dustings. Have a friend, who has an air compressor, blow off the filter from time to time instead of buying a new one each time. Check to see that the filter didn't develop any holes in it from being cleaned.

Once you're done dusting (that didn't take long, now did it?), go outside, and gently beat your duster against a porch railing. You'll see the dust leave your duster, and float off in the outside air.

## **How to Do Wipe-Downs throughout the House**

Most of the wiping down will be on your tables and counters. However, also clean light switches and doorknobs, when needed. Clean things that are touched on a regular basis, such as the area of doors and doorframes near the doorknob, where dirty fingers may make regular contact.

Go through each room in your house, and bring your multi-purpose cleaner and wash cloth with you. Start looking at the top of the room, and see if there is anything that needs wiped down. For example, in your bathroom, do you have mold on the ceiling or

walls? What about rust on the light fixtures? If you have either of these things, put on long cleaning gloves, and clean it up.

Don't worry about cleaning bathtubs, shower doors, sinks, or toilets. Those will get cleaned tomorrow. Today you're just wiping down your counters and kitchen/dining room table(s) for the most part.

Use an oil-based cleaner on delicate wood surfaces.

### **Focus Cleaning**

Just as you have a focus appliance that you clean each Monday, you need a focus surface that needs to be super-cleaned every Tuesday. When you wipe down a non-focus area counter top, don't worry about taking everything off of the counter. Just move things to the side a bit, clean underneath, and then put the stuff back. However, when your main kitchen counter (for example) is your focus surface of the week, you'd need to take everything off of the counter, and give it a good scrubbing, from the wall, to the counter's edge. Make sure the counter is dry before you put your stuff back onto it.

Write down all of your surfaces in your house, and assign each surface to a Tuesday on your calendar, rotating them through the weeks.

### **Project**

Review the "project" section from Monday Cleaning. Set your timer for 15 minutes, and work on decluttering a room, washing windows, or cleaning out trash cans; whatever you decide needs attention. When the timer goes off, STOP, you're done for the day. If you didn't finish your project, you can work on it some more in tomorrow's cleaning.

## **Wednesday Cleaning**

Wednesday cleaning duties:

- ✓ Some children's laundry
- ✓ Sinks
- ✓ Bathtub(s) and shower(s)
- ✓ Toilets
- ✓ Focus cleaning
- ✓ Project

### **Some of the Children's Laundry**

If you don't have children, then you don't have any laundry for today. If you do have children, then do their laundry today. However, only do the laundry of your children that are ages 4 and under. We'll look at ages 5 and up in tomorrow's cleaning tasks.

Make sure you start your first load of laundry when you get out of bed in the morning. Don't forget to put all laundry away, as soon as it's done in the dryer. This really, truly, only takes a few minutes to do, and is worth getting done right away.

### **Recommended Cleaning Tools for Wednesday Cleaning**

Soft Scrub with bleach

A sponge, with yellow sponge on one side, and green rough scrub material on the other side

A second sponge like the above

Cleaning gloves

Multi-purpose cleaner

Toilet scrub brush

Toilet bowl cleaner

Paper towels

A timer

### **How to Clean Your Sinks**

Put on your cleaning gloves, and grab the Soft Scrub, and one of your sponges. Start at the kitchen sink. Clean and put away any dishes that are in there.

TIP: Always wash dishes right after each meal. If you have children, ages 5 and up can wash the dishes while you and your other children wipe off the counters and the table, and sweep the floor.

Clear everything, such as hand soap and plugs, away from the sink. Squirt the Soft Scrub on the bottom and sides of the sink, and scrub the sink with your sponge. Don't forget to clean the sludge that likes to build up on and around your faucets, knobs, and around the perimeter of your sink, where it meets the counter. This kind of detailed cleaning is what makes a room seem very clean to the casual observer. You may want to wear an apron, if you're worried about bleaching or staining your clothes.

Next, go to each bathroom sink and do the above. If you have any other sinks (like a bedroom vanity, or in a project room), then clean those as well.

### **How to Clean Your Shower(s) and Bathtub(s)**

Remove your gloves, or clean them and keep them on. I personally like to remove them at this point, wash them, and set them out to dry. Grab your OTHER sponge (don't mix cleaning solutions), and your multi-purpose cleaner. Go into your bathrooms, and remove everything from your showers and bathtubs. Start by spraying and wiping down your tiles and walls, then move to your faucets, knobs, soap holder, and plug. Eventually move down to cleaning the shower floor and bathtub. Always start at the top, work around, and



then move to the bottom, always working around and around.

NOTE: If you have mold, then you'll also need to scrub the shower pole that holds your shower curtain. Mold likes to grow on those sometimes - often on the topside of the pole, where you can't see it.

## **How to Clean Your Toilets**

Grab your multi-purpose cleaner, paper towels, toilet bowl cleaner, and toilet scrub brush. First, go to each toilet in your house, and lift the lid and seat. Squirt or spray the toilet bowl cleaner under the rim of the toilet, and let the cleaner slowly drip down the insides of the toilet bowl, and eventually into the water. Let the cleaner sit in your toilets while you do the next few steps...

Use your paper towels and multi-purpose cleaner to wipe down the entire outside of the toilets. Start at the top, and then work around and around as you work down to the base. If you haven't cleaned the base in a long time, and especially if you have little boys, it may be very disgusting. There may be layers of old, dried, solidified urine all over the bottom base of the toilet. Close your eyes, hold your breath, and wipe it up. The multi-purpose cleaner should break it up for you. That's all you'll have to do, is swipe it a few times with a paper towel, then pitch the paper towel into the bathroom trash. If the base was messy, let that be a lesson learned. From now on, you're going to be cleaning that base every Wednesday, so it will never get out of hand again. Your toilets are looking quite shiny now, aren't they?

After you're done cleaning the entire outside of your toilets, grab your toilet brush, and start by scrubbing under the toilet rim, then work down the sides of inside of the toilet bowl.

Next, flush the toilet. As the water is refilling into the toilet bowl, move your scrubber around the inside of the bowl. Use the refilling water streams to rinse the bowl, while giving it an extra scrub. *Ahhh, gleaming toilets! The crown of your husband's throne!*

Tip: If you are having urine problems (urine on toilet bases) with boys, consider assigning them to toilet base cleaning duty (ages 5 and up). They will soon appreciate the value of *aiming to please*.

## Thursday Cleaning

Thursday cleaning duties:

- ✓ The rest of the children's laundry
- ✓ Hard floors
- ✓ Focus cleaning
- ✓ Project

### The Rest of the Children's Laundry

Yesterday you did children's laundry for your children ages 4 and under. Today you get a laundry break. All children ages 5 and up, get to do their own laundry. If you have children ages 5 and up, and they are not doing their own laundry, then teach them how to do so. They will probably find that it's fun. You will need to help them in the beginning, and the younger ones might need a step stool. At first, you'll want to put the soap in, and help them start the machine, but soon they'll get the hang of it, and they usually love doing and putting away their own laundry. – It makes them feel grown up. ;-)

Remind your children to start their laundry in the morning, so that they can have it done and put away before lunchtime, or at least before dinnertime. If you have many children doing their own laundry, then you'll need to set up a laundry schedule for them. I suggest you have the youngest launderers do their laundry first, and the oldest last.

### Recommended Cleaning Tools For Thursday Cleaning:

Broom and dustpan

Mop

Mop bucket

White Vinegar

A timer

## **How to Clean Your Hard Floors**

Go into your kitchen, bathrooms, and all other rooms that have hard floors, and take everything off of the floor. Leave the heavy furniture where it is. Just move the table chairs, and stuff like that.

Sweep your kitchen, and then move to the bathrooms, and then any other rooms that have hard floors.

Next, fill your mop bucket with very hot water, and add a cup of white vinegar. Use the white vinegar-water to mop your floors. After your floors are dry, put everything back, and relax.

I prefer white vinegar-water mopping to using prepared solvents. I've tried many of the major brands, and yes, they smelled good, but they did not leave my floors as clean, and they seemed to bring on ants. Also, white vinegar and water is not poisonous, which is a big plus when you have small children.

## **Focus Cleaning**

Your weekly Thursday focus cleaning should be things such as moving and cleaning under the fridge, and scrubbing the edges of your floor with a tooth brush, etc. Just do simple detail-work today.

## **Projects**

Don't forget to spend 15 minutes on a special cleaning or organization project.

## Friday Cleaning

Friday cleaning duties:

- ✓ Your and your husband's laundry
- ✓ Carpets and rugs
- ✓ Focus cleaning
- ✓ Project

### Your and Your Husband's Laundry

You know the drill. Start your first load in the morning when you get up, and try to have laundry done and put away before lunchtime. Don't forget the rule of putting away laundry as soon as it's done.

### Suggested Cleaning Tools for Friday Cleaning

A vacuum cleaner

A timer

An extra big smile, because it is the last cleaning day of the week. Take the weekends off! On the weekends, just maintain. Clean the dishes; put things away when you're done with them, etc.

### Carpets and Rugs

Get out your trusty vacuum cleaner, and vacuum every room in your house. Don't forget the hallway. Also, shake off and vacuum your rugs. If you have pets, then consider first putting a carpet deodorizing powder on your carpet, and then vacuum.

After all of your vacuuming is done, empty your vacuum bag or container. Also, check all the filters on your vacuum, and go outside and shake the dust and dirt off of them. Many vacuum cleaners will overheat if you don't clean the filters regularly. I clean the two filters

in my vacuum every Friday, after my vacuuming. You may need to do the same.

At this point, you may be saying to yourself *if I only vacuumed once a week, my carpets and rugs would just look horrible*. I agree. I have one of those little manually pushed Bissell carpet sweepers that I keep next to my vacuum cleaner. That little carpet sweeper is used on my living room every day – sometimes twice a day. By using the sweeper, instead of my vacuum for these times, I save time (I don't have to plug in and lug around a heavy vacuum cleaner) and my children can do it. Even my 3 year old loves to get in the action of “sweeper-ing” the living room.

### **Focus Cleaning**

When you vacuum a non-focus area, don't worry about moving furniture out of the way, just vacuum around and under it. Do move light and easy things such as toy boxes, and beanbags out of the way. Divide up your rooms (don't forget the hallway) into a list, and assign a room for each Friday on your binder's calendar. To focus vacuum a room, you'll need to vacuum under any area rugs, then on top of them, vacuum the edges of the room (use an edging attachment, if you have one on your vacuum cleaner), move furniture to the side, vacuum, and then put the furniture back, use the upholstery attachment (if you have one) and vacuum on your furniture as well.

If you wear shoes in your house, and/or have pets, then I suggest you have an annual (or as needed) focus carpet cleaning. Carpet cleaning machines are inexpensive to purchase these days, if you don't already have one. I recommend the type where the machine automatically sprays when you pull the trigger. It should spray out of the suction head so that it can suck up the water as you pull it along the carpet. I recommend wetting down the carpet with a small amount of soap without suction. This could be done with a spray bottle or bucket of lightly soaped water and scrub brush, concentrating on the bad spots.

The automatic spray and suction is used to spray water without soap, in order to suck the soap out of the carpet. Once the water has been sucked up, the carpet dries pretty fast. These machines are also handy for spills on fabric-covered furniture.

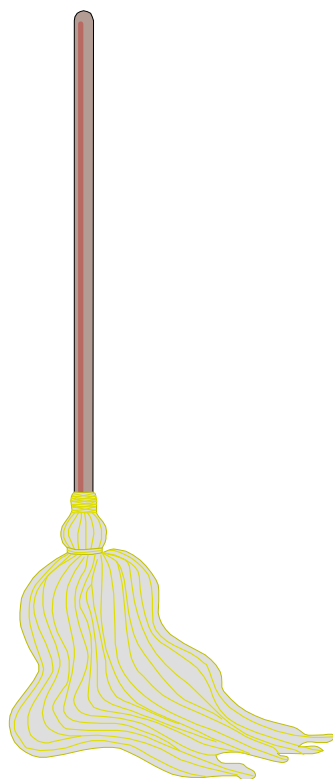
If you don't have a carpet-cleaning machine, and are unable to obtain one, then you could instead purchase a few cans of foaming carpet cleaner, and use that to clean your carpets (follow the instructions on the back of the spray can).

### **Project**

Set that wonderful tool - the timer, for 15 minutes. Declutter or super clean something in your house, car, or yard, etc.

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The Cleaning Section Part Two



Yes, there's more...

After you have your cleaning routines in your binder, you may also want to add a routine to do when you get behind on your cleaning. I have one, and I call it the Emergency Quick Clean. The Emergency Quick Clean comes in *very handy* if you have to clean up a disastrous house in a short amount of time:

The Emergency Quick Clean in Nine Simple Steps

1. First things first - Go to each toilet in your house, lift the seat, and put in toilet bowl cleaner. Let it sit in your toilets, as you go through the next few steps. We'll come back to the toilets later.
2. Go into your kitchen, and wash your dishes. If you have a dishwasher, then use it. It's one of your many "servants".
3. Go to every sink in your house, and spray them all down with spray cleaner and let it sit. We'll get back to the sinks later.
4. Depending on the amount of mess in your house, this step may be the longest one for you. Go through every room in your house, and throw away any trash, and put away things that have wandered away from their homes.
5. The hard part is over. Grab a washcloth and a spray cleaner, and wipe down your kitchen/dining room table(s), kitchen counters, and bathroom counters.
6. Get back to those toilets and sinks! Time to wipe them down; the cleaner has been sitting in them long enough.
7. Almost done! Grab your broom, and do a quick sweep of your kitchen and bathrooms. This is a quick sweep - this means you just sweep the middles of the floors. Don't worry about moving chairs, etc., just sweep around them.

8. Time to spot mop. Turn on the hot water in your kitchen sink, get your mop wet, then look at the floor for messy spots, mop over each messy spot. Remember, this is an Emergency Quick Clean, so we're not mopping the whole floor, just the visible dirty spots. Now do this in your bathrooms as well.

9. Quick Vacuum time... Vacuum your living room and dining room. Focus on the middles. Don't worry about the edges, or under furniture, etc.

All done!

Homemade Cleaning Solutions

Many people prefer to make their own cleaning solutions. I do. It's healthier and a lot cheaper. If you make your own cleaning solutions, or would like to start doing so, then you should keep your cleaning solution recipes in the Cleaning section of your binder.

With the below homemade cleaning products, you can disinfect, shine, and clean your home, while saving money.

What you'll need:

- ❑ White vinegar
- ❑ Water
- ❑ Baking soda
- ❑ Olive oil
- ❑ Lemon juice
- ❑ A clean and empty spray bottle
- ❑ A small re-sealable container

For cleaning surfaces, tiles, glass, mirrors, and TV/computer screens
– a multi-purpose cleaner:

Mix 1 cup of white vinegar with 1 cup of water, and put it into a spray bottle. Label that bottle "multi-purpose cleaner".

For polishing delicate wood surfaces:

Take 1 cup of olive oil and mix it with 1/2 cup of lemon juice. Keep it in a sealed container, labeled "furniture polish". I suggest you only make this wood polishing solution when you know you'll be using it soon. If you let it sit for too long, it can turn rancid.

For cleaning the toilets:

You can fill a spray bottle with undiluted white vinegar, and label it "toilet bowl cleaner". For nasty toilet bowl stains, you can cover the stains over with a paste made from mixing baking soda and water, and let it sit for about 10 minutes, then scrub.

If you choose to use a store bought toilet bowl cleaner instead, just remember to keep it out of the reach of children, as that stuff is very poisonous.

For cleaning sinks and tubs:

The multi-purpose cleaner mentioned above works great with sinks and tubs as well, but if you'd like a homemade cleaner with more scour power, then try the below:

Use baking soda as a scouring powder. For sinks and tubs that are hard to clean, add a little bit of water to the baking soda, to form a paste. Paint the paste onto the area you need to clean, and let it sit for a half hour, then scrub it off, and then re-scour with dry baking soda.

You may choose to use Soft Scrub for cleaning sinks and tubs instead. If you do so, remember that Soft Scrub will have fumes, can stain your clothing, and is dangerous to children, so be cautious.

For scrubbing hard floors:

Fill a mop bucket with steaming hot water, and pour in some white vinegar. A cup's worth should be plenty.

For spot-cleaning carpets:

Pour some undiluted rubbing alcohol on the stain, and rub with a washcloth. Open a window if you have used a lot, and the smell is strong. Rubbing alcohol is poisonous, so be careful. You can use a foaming carpet cleaner instead, but that is also poisonous, so use it with caution.

Dishwasher Detergent and Laundry Detergent

It will save you a lot of money if you make your own dishwasher and laundry detergents. If you don't have experience in doing this, then you may be thinking *this is going to be hard*. Relax. It's easy – very easy...

How to Make Dishwasher Detergent:

In the laundry section of most grocery stores, you can find a large box of baking soda (often a better deal than the smaller baking soda in the baking aisle) and a large box of borax. Borax is poisonous in large quantities, so use caution whenever using it...

For dishwasher detergent, simply mix one cup of borax and one cup of baking soda, and store this mixture in a container.

Put white vinegar into your dishwasher for a rinse aide, in the rinse receptacle, if applicable. When you're ready to run a load of dishes in your dishwasher, put in **one drop** of liquid dish soap, and then put

in 3 tablespoons of your homemade detergent on top of that. Put this into your main soap receptacle, and leave the pre-wash receptacle empty. Run your dishwasher on its normal setting.

Note: Make sure you pre-rinse all dirty dishes by hand, before you put them into your dishwasher.

How to Make Laundry Detergent:

There are recipes all over the internet on how to make both liquid or powdered laundry detergent. I've tried different recipes, and below I'm going to present to you the one that I like the best. It's a powdered detergent, and is very easy to make...

You'll only need three ingredients: baking soda, borax, and ivory soap.

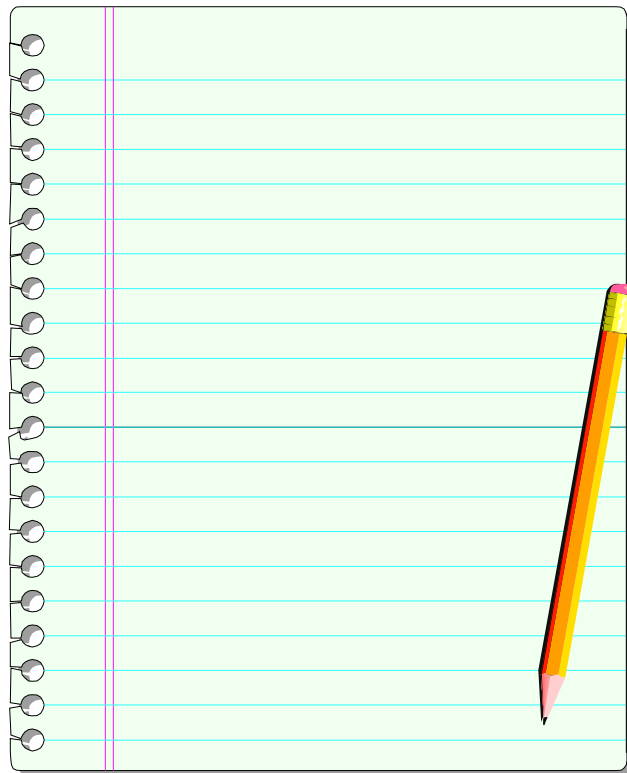
Use a cheese grater, and grate a whole bar of ivory soap. Ivory soap is very soft, so you should be able to grate whole bar of soap with great ease. *You'll grate with great ease.* ☺

Mix in one half cup of borax, and one and a half cup of baking soda with the grated soap. That's it; there's your homemade laundry detergent. For extra laundering power, you could mix in one half cup of powdered Arm and Hammer laundry detergent, if needed or desired.

Use ½ cup of your powdered detergent per full laundry load.

~~~\*~~~

## *The Homeschool Section*



*Homeschooling is biblically mandated. You are your  
child's best teacher.*

If you don't have children, or if you do, but don't homeschool them, then you probably won't need a Homeschool Section in your binder. However, you may want to still read this section, as it may give you ideas for other parts of your Binder.

To Homeschooling Mommies: In this section you should have your homeschool curriculums and plans written out for each child. For example, if one of your children is 5 years old, then your homeschool section for him might look something like this:

### **Homeschool for 5 Year Old**

- Read out loud
- Reading comprehension
- Oral narration
- Silent reading, then more oral narration
- Counting by 1s, 2s, 5s, and 10s
- Memory work
- Manipulative math
- Copy work
- Go over worksheets with mom, and correct mistakes

You would then make sure you have all of the homeschool activities integrated into your master schedule. For example, you may have your children doing independent schoolwork while you're cooking meals, and while the younger children are napping.

Along with your homeschool planning for each child, you also should have a print out of the homeschool laws for the state you live in. You can look up your state laws, and print them out from <http://www.hslda.com>.

If you don't currently homeschool, but would like to start, you may find the below article helpful. I wrote this article on May 25<sup>th</sup>, 2007 for my website at <http://www.KeepingTheHome.com>:

## How to Homeschool – step by step

1. [Click here](#) to find out the homeschool laws for your state, and how to do it all “legally.” It’s probably easier than you think. In many states you don’t have to file anything, you just start schooling your children as you see fit. In other states you’ll need to write a letter and mail it to the local public school district, stating that you have chosen to homeschool your children. Either way, it’s fairly laid back and simple.

Now that the legal stuff is out of the way...

2. If you’re going to be homeschooling for Kindergarten through grade 3, then relax. You can homeschool them *very well* for around 15 dollars. To get started, order the below books. On Amazon they are currently only 4 dollars apiece:

[A Strong Start in Language](#) (This has WONDERFUL copy work exercises in it, amongst other gems)

[A Home Start in Reading](#) (This goes great with [Teach Your Child to Read in 100 Easy Lessons](#), linked later in this article)

[An Easy Start in Arithmetic](#). (Math is fun!)

Those three little books will get you through kindergarten to third grade.

3. If you are homeschooling for grades 4-8, then get [You Can Teach Your Child Successfully: Grades 4-8](#)

4. For all grades, ages, and levels (including high school and beyond) get and read [A Well-Trained Mind](#) and [Teaching the](#)

## Trivium.

5. I teach my children how to read at age 4. You can teach a child, age 4 or older, to read in just 100 fun lessons using just this book: [Teach Your Child to Read in 100 Easy Lessons](#). Thanks to the phonics lessons in this book, my second grader is reading at 7<sup>th</sup> GRADE level, and my kindergartener is currently at first grade level, and moving to second grade level quite rapidly. I will be soon starting my third child with this book, and then my fourth child will start in a few years.

Everything you really need to know about the brain development of children and what to teach them, and when, are covered in all of the above books. I just can't recommend them enough.

If you want to homeschool, but you think that you won't be able to do it, or that it's too hard, *you're wrong*. Remember, public school is inefficient by nature, hence your child is there 5-8 hours each weekday. What the public school does in 8 hours a day, you can happily surpass in just a few hours a day.

Homeschool is fun! When you are teaching your child something you don't know, then you get to learn it right beside him (and you can get a teacher's manual so that you at least *look* like you know what you're talking about, while you're actually learning as well.)

One of the beautiful advantages of homeschool is that you get to *really* know your children. Homeschool is such a wonderful way to bond with your child. It need not be a chore. We love our homeschool time around here, and if you choose to homeschool, I pray you enjoy your times as well.



## The Course of Study

You need to decide what curricula you will be using with your children for which subjects. You could just use the books and their resources that I mentioned in the above article, but once you really get into the flow of homeschool, you'll probably start looking into and using different curricula.

I homeschool my children from birth. As babies, I talk and read to them a lot, and point to and name things. As they get older, they graduate to nesting bowls and blocks, building with jumbo Legos, looking at letter books, etc. At age 2 or 3, they learn how to count, their ABCs, shapes, colors, and pre-reading and pre-writing skills.

By age 4, my children are used to some table work, and ready to learn how to read. Most of age 4 homeschool is spent on phonics and penmanship.

At age 5 we read readers and simple books, do some copy work, memorize simple poems, learn addition and subtraction via counting, adding, and removing buttons that I lay out on the table, etc.

At age 6 we start doing first grade curricula. I do some stuff from Modern Curriculum Press, some from Christian Liberty Press, Bob Jones University, A Beka, and The Well-Trained Mind books.

Since each of my children get home-schooled from birth, each of my children always have their own Course of Study page in the homeschool section of my Home Management Binder.

A course of study page is easy to make. Have one column labeled "subject," another column labeled "books and materials," and a third column labeled "notes." Then, fill in each column. You can print out some great pre-made Course of Study pages for free from <http://www.DonnaYoung.org>.

Enjoy your homeschool adventure. Homeschool should be fun. ☺

## *The Children Section*



*Train up a child in the way he should go: and when he is old, he will not depart from it. —Proverbs 22:6*

The Bible says:

*Train up a child in the way he should go: and when he is old, he will not depart from it. –Proverbs 22:6*

The Children section of your binder should be used to remind you of various things that you could do to help train up your children. On the first page, write out some activities for younger children. This would be fun table activities that young children could do, while you are cooking dinner, exercising, or doing a major cleaning. Write out a different table activity for each day of the week. For example:

| Day       | Child 1     | Child 2     | Child 3        |
|-----------|-------------|-------------|----------------|
| Monday    | Reading     | Reading     | Picture book   |
| Tuesday   | Chalk board | Cars        | Blocks         |
| Wednesday | Coloring    | Coloring    | Rattle ball    |
| Thursday  | Puzzle      | Puzzle      | Puzzle         |
| Friday    | Lego blocks | Lego blocks | Lego blocks    |
| Saturday  | Cars        | Blocks      | Small toys     |
| Sunday    | Drawing     | Drawing     | Nesting blocks |

On next page make lists of things that you need to sit down and train your children to do. For example:

| Child 1                                                                                                                                     | Child 2                                                                                                                       | Child 3                                                                                                                           |
|---------------------------------------------------------------------------------------------------------------------------------------------|-------------------------------------------------------------------------------------------------------------------------------|-----------------------------------------------------------------------------------------------------------------------------------|
| <ul style="list-style-type: none"><li>❑ How to properly floss teeth</li><li>❑ Comb hair</li><li>❑ Trim nails</li><li>❑ Clean ears</li></ul> | <ul style="list-style-type: none"><li>❑ Potty practice</li><li>❑ Dress and undress</li><li>❑ Put on socks and shoes</li></ul> | <ul style="list-style-type: none"><li>❑ Practice standing and balancing</li><li>❑ Practice sitting quietly on mom's lap</li></ul> |

I suggest you schedule an hour of training time for your children once per week. This is especially helpful if you are working on

discipline issues, because of your just starting to get your house and children in order.

Speaking of your Master Schedule, you may sometimes find that you're quite ahead of schedule, and are actually looking for something to do. On the rare occasion when this happens, it's nice to have a portion of this Child Training section devoted to Family Free Time Activities. Simply make a list of activities, and divide them up for each day of the week. For example:

|                   |                   |
|-------------------|-------------------|
| <b>Mondays</b>    | Play Sorry        |
| <b>Tuesdays</b>   | Play UNO          |
| <b>Wednesdays</b> | Play Old Maid     |
| <b>Thursdays</b>  | Play Crazy Eights |
| <b>Fridays</b>    | Coloring          |
| <b>Saturdays</b>  | Video             |
| <b>Sundays</b>    | Reading           |

If you have young children, then you may want to print out some articles from the internet, or some e-books that inspire and help you.

Two great websites on child training are:

<http://www.nogreaterjoy.org>

And

<http://www.raisinggodlytomatoes.com>

Also, a great book (my favorite parenting book) to purchase or read online for free is called The Mother at Home. You can read this book at an online library for free, at the below link:

<http://digital.lib.msu.edu/projects/ssb/display.cfm?TitleID=556>.

## Training and Discipline Charts

Sometimes you may have one or more children repeatedly committing certain offences, such as bad attitudes, or not putting away their toys. There are times when it may be a good idea to keep a chart in the Children's section of your binder, and use that chart to keep track of your children's progress.

If there are certain training issues that you'd like to keep track of, then keep charts of progress in your binder.

## Other Stuff for the Children's Section

I don't vaccinate my children, nor do I suggest it. There are many great books out there that go into great detail about the dangers of vaccinations. I highly suggest you go to <http://www.amazon.com> and look up books on vaccinations, which you can purchase and read for research.

If you feel you need it, then you could keep vaccination exemption forms in your binder, for each of your children. I homeschool my children, so I've had no need for any exemption forms. My children not being vaccinated have caused no problems. Furthermore, I truly believe my children are healthier for not having been vaccinated. Sickness is a very rare thing for us, and when the children do get sick, it's usually very minor and over quickly.

I birthed all of my children at home, unassisted. No midwife – just my husband and I. I wrote a book about this, called *Christian Homebirth and Happy Babies*, which can be purchased from my website at <http://www.KeepingTheHome.com>. If you are currently pregnant, and doing your own prenatal care and birthing, then you should keep your personal prenatal charts and notes in the Children section of your binder.

## Cloth Diapering

If you have children in diapers, do you use cloth, or disposable diapers? If you don't use cloth diapers, then what do you think of the idea? When I was using disposables on my children, I used to think that cloth diapering was crazy. I thought it had to be a lot of work, and that I would have to change my baby after every single wetting. I thought I'd have to have wet, stinky diaper pails located all over the house, and that it'd be a nightmare.

Boy was I wrong... I now cloth diaper my children, and I am so happy I've made the change. Below is an article I wrote on my website on January 4<sup>th</sup>, 2008:

### How to start cloth diapering...

NOTE: All pictures are taken from <http://www.greenmountaindiapers.com>. That website is a wonderful place to purchase high quality cloth diapers at great prices.



Get this Snug-to-Fit diaper, Bummi's cover, and more from [GreenMountainDiapers.com](http://www.GreenMountainDiapers.com)

My friend [Jessica](#) gave me some [Fuzzi Bunz](#) cloth diapers when 1yr old was younger. I loved them, and used them every day. Now 1yr old is bigger, and they don't fit so well anymore, and I'd find that Fuzzi Bunz occasionally needed to be carefully hand washed in liquid soap; else they'd start repelling liquid.

I give a big thanks to Fuzzi Bunz, because those were the diapers that helped me get comfortable with cloth diapering. Else, I may have never tried it, and realized how easy it really is.

Another friend mailed me some prefold diapers and covers. After I learned how to properly use them, I found I really like them. I haven't had any repelling problems, and they last as long as disposable diapers did, between wet changes.

This past summer I purchased more prefolds and covers, and I'm so very glad I did. 😊

Now I use prefolds or prefitteds with a doubler for extra absorption, and a nice cover to go over the diaper.

This is what prefolds look like:





You can buy high quality prefolds from [here](#).

You can put a prefold on a baby without the use of pins. Just fold it into thirds, and lay it in a diaper wrap.

Here is a picture of a diaper wrap/cover:





This is my all time favorite cover. It's called a Bummi Super Whisper Wrap. I LOVE this cover! You can buy this type of diaper cover from [here](#).

Here is what it looks like when you put a tri-folded prefold into a diaper wrap:



This picture, along with all the others in this article, is from [GreenMountainDiapers.com](#). Green Mountain Diapers is my favorite website to order diapers from.

My baby is a "super soaker," so I also like to lay a doubler on top of the tri-folded prefold, to provide more absorption. Here is what doublers look like:



You can purchase doublers [here](#)

I also have a few prefitted diapers. Prefitteds are diapers that are already diaper shaped. You put it on your baby just like a disposable diaper, but you also put a diaper cover over it as well. The prefitteds work the same as the prefolds, except the prefitteds velcro on. The white cloth diaper pictured at the top of this article is a Snug-to-Fit prefitted. I love Snug-to-Fits. They adjust to fit infant to young toddler, and they don't cost a lot of money either.

You can buy Snug-to-Fits [here](#).

Even though the Snug-to-Fits come with a built in doubler, I still like to add one for even more absorption.

## One of the Many Ways to Cloth Diaper

First, lay the prefold flat, then lay a doubler in the center of the prefold. Next, fold the sides of the prefold over the doubler, then lay baby on top of the prefold. Then Snappi the diaper on. After that, put a Gerber pull on pants on baby (Gerber pull-ons can be purchased from Wal-Mart). However, don't use Wal-Mart cloth diapers, as they are not very absorbable, and you'll be changing baby all of the time. Purchase high quality prefolds from <http://www.greenmountaindiapers.com>.

I haven't seen any doublers for sale at Wal-Mart, so if you **MUST** use Wal-Mart Gerber diapers, and you want doublers, just buy a package of 100% cotton wash clothes. A full sized washcloth folded in half makes a wonderful doubler. ☺

I like the Wal-Mart Gerber pull on vinyl pants just fine, and their diaper pins are okay as well. However, I don't like their prefold diapers. But, if that's all you have, you can make it work. Just change baby often, and use a doubler or two inside the diaper.

Meanwhile, if you can order over the internet, but don't have a lot of money, then consider instead getting [Dappi](#) prefolds. They aren't nearly as good as the prefolds you can get from Green Mountain, but I've heard they're better than Gerber. You can get a dozen Dappi prefolds for around 5 dollars.

However, if you can spend more, it is definitely worth it to spend the 14.00-39.00 per dozen to get the nice Cloth-eez prefolds from [here](#). If you can, at least get the Cloth-eez prefolds, then you can get diaper pins and Gerber pull on covers at Wal-Mart. ;-) )

To learn how to use a prefold diaper on baby, either via trifold or pins/Snappi, [click here](#).

**IMPORTANT:** prefolds need to be run through the washer and dryer several times before you use them, else they will NOT be very absorbable. Good prefolds will quilt up after a several washings and dryings.

If you use a prefold, and baby soaks it through right away, it may be because you didn't quilt up the prefold first, by washing and drying it several times. (Or you're using a Gerber prefold.)

## Wipes and Diaper Pail

As for baby wipes, I just use baby wash clothes that I keep folded in a big plastic wipes box. Next to the wipes box I keep a spray bottle of water, with a few drops of [Kissaluvs Diaper Lotion Potion](#) in it.

I don't have an ~official~ diaper pail; those are too expensive. Instead, I have a 5-dollar Sterilite container from the Rubber Made section of Wal-Mart. The container is tall and skinny, clear, and the lid is easy to put on and take off, and seals in smells. It looks like a mini-trash can. I wash the diapers every other day, and when the diapers are in the wash I rinse my diaper pail in hot water, and let it air dry.

To wash the diapers, I run a cold soak cycle, with no soap. Then, I add  $\frac{1}{2}$  to  $\frac{1}{3}$  soap (never use the full amount on diapers) and run a hot/cold wash cycle. Then, I run an extra rinse. After that, I throw the diapers into the drier, and dry them on low heat. I wash the wipes, covers, doublers, and diapers together, and have had no problems doing this. I wash them either in my homemade

laundry detergent, or Purex All Natural.

I store the diapers in a Sterilite dresser that I also got from the Rubber Made section of Wal-Mart for about 15 dollars.

When my diapers come out of the dryer, I immediately sort and fold them. I put them all on the living room floor, and divide them all into their proper piles. Then, I trifold the prefolds, put a doubler on them, and put them into the covers. This way the diapers are ready to go. I won't need to put any diaper together at a changing, because they are already ready for me. 😊

Wet diapers go straight from baby into the diaper pail. Soiled diapers first get the mess plopped off into the toilet, and then straight into the pail. I don't rinse them or swish the diaper in the toilet. Just plopping the mess off, putting the dirty diaper into the pail, then soaking and washing it in the washing machine works just fine.

Also, I keep a "dry pail." This means that I don't have any liquid in the diaper pail. It is just a dry, sealed container that holds wet and soiled diapers, until it's time to wash them. I wash diapers every other day. Usually I wash them at night before bed, and I dry them first thing in the morning.

### **Something interesting**

Did you know that the law could be interpreted to mean that using disposable diapers could almost be illegal? You see, it is against the law to put human feces into the trash. So, if you use disposable diapers, you are supposed to get ALL the poo off of the diaper and flushed down the toilet, before you throw the disposable diaper away. The problem is, unless you also rinse and

clean the disposable diaper before throwing it away, then you are still putting a little bit of human feces into the garbage.

### **Why Do I Cloth Diaper?**

1. Because it saves money.
2. It isn't nearly as hard as I thought it would be. In fact, once I got used to it, it became down right easy. I find it quite convenient.
3. My baby has nice cloth over her bottom, instead of paper and chemicals.
4. I don't have as much garbage to put out at the curb each week.

### **Should You Cloth Diaper Your Baby?**

If you want to, then go for it. If you don't want to, then don't. However, I will tell you that I have found it to be much easier and more fun than I thought it would be.

### **The Basics Needed to Get Started**

If you have the money to spend on starting your cloth diaper supply, and you'd like a list of suggested supplies, then here's what I suggest:

1. Diapers. I suggest you get [prefolds](#) or [Snug-to-Fits](#), or a combination of both. I suggest you start out with one dozen diapers. You can get a dozen prefolds or Snug-to-Fits, or maybe half prefolds and half Snug-to-Fits. I have built up my supply, so I currently have a couple dozen prefolds, and 3 Snug-to-Fits.

2. Snappi. I usually just trifold the prefold and lay it in the diaper cover, but if you want the option of fastening the prefold on baby, and you'd like to do it without pins, then you should buy a few [Snappis](#).

3. Diaper Covers. You can start out with 6 or even as little as 3. If you start out with a small amount of covers, then rinse the ones that covered wet diapers and let them air dry, then reuse them. Only put the ones that had a messy diaper in them into the diaper pail. If you can afford it, get a dozen diaper covers. This way, you can stuff all of your covers with a diaper and doubler, and not have to share the same covers with other diapers before washings. I've tried many different types of covers, and my very favorite is the Bummi Super Whisper Wrap. You can buy it from [here](#). I didn't buy any with the pretty prints on them. I saved my money and just got the white ones. I currently have about 10 of these covers, 1 Prowrap, 1 fleece wrap, 3 Bumkins wraps, and several Gerber pull on vinyl covers.

4. Doublers. I usually put one doubler in each of baby's diapers, and I put two doublers in nighttime diapers. You can get doublers from [here](#). You can get lower quality doublers at a cheaper price from [here](#).

5. Wipes. I suggest you just run to the store and buy 3 or more packages of baby wash clothes, and use those as wipes. As for wipe solution, I keep it in a spray bottle, and just spray each individual wipe before I use it on baby. You can make your own wipe solution with water and a few drops of baby soap, or a few drops of [Diaper Lotion Potion](#).

6. Diaper pail. Official diaper pails are small and expensive. I've



seen them for sale in the baby section of Wal-Mart for around 20 dollars. Instead, I suggest you go over to the Rubber Made department and get a good container to use as your pail. I recently bought myself a new pail. It is a Sterilite container that is shaped like a skinny, clear trash can. It is very cute, and holds the diapers and their smells in. Your pail doesn't have to be big - just big enough to hold 2 days of wet and soiled diapers. You should wash the diapers every other day.

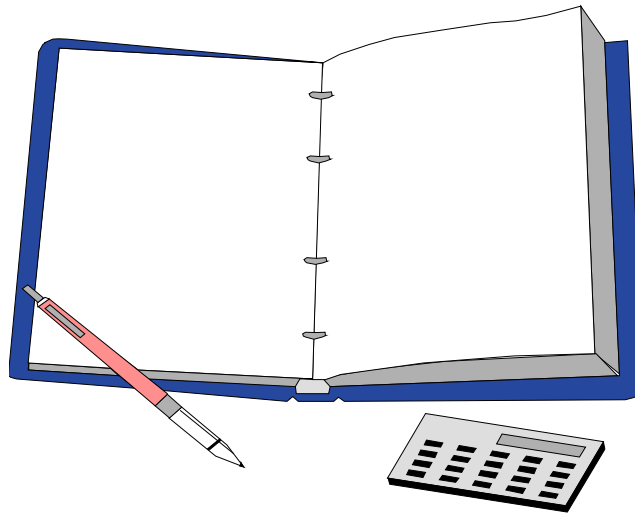
7. A place to store diapers, etc. I got a Sterilite dresser from the Rubber Made section of Wal-Mart for about 15 dollars. However, if you have a changing table with shelves, you can just store the diapers on the shelves. Some people just use a big basket or storage box, and keep the diapers and covers in there.

### **Cheap, But Still Good**

If you want good quality, but don't have much money, then get the prefolds I linked to in step 1 (this will be the most expensive thing), then run to Wal-Mart and buy a package of 100% cotton wash clothes to use as doublers, a package of diaper pins, and a package or two of Gerber vinyl pull on diaper covers. If you choose to use this method, please keep in mind that you will have to fasten the prefold on each time, because the Gerber covers are pull on, not wraps.

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The Budget Section



A false balance is abomination to the LORD: but a just weight is his delight. –Proverbs 11:1

Who should handle the bills? Should you do it, or should your husband? The husband is the head of the family, so if he wants to do it, then he should. However, many husbands prefer that their wives do it. If you are a wife who handles the budget, then you should set up a Budget section in your Home Management Binder. I also recommend that you share your budget plan with your husband, so that he understands where his hard-earned money is going.

In your budget section, have a clear zip pocket, or take a large Ziploc baggie and put that into the binder, with holes punched in it, so that it'll sit in your binder's rings. Inside this pocket, keep your monthly bills as they come in the mail.

Keep those bills in order... The first bill in the pile should be the bill that needs to be paid first. The next bill in the pile should be the next one you'll need to pay, etc.

After your bill pocket, keep several budget pages. You can print out some good calendar pages from <http://www.donnayoung.org> that make great budget calendar pages.

On your budget pages, list which bills need to be paid by when, and how much they are. Every week, before you sit down to make your weekly menu plan and grocery list, go through your bills, and write them in on your budget pages. Then, you'll see how much money you'll have for grocery shopping, which will help you know what meals to plan, and what to put on your grocery list, to make sure you stay within (and hopefully under) your budget.

If you are blessed enough to be able to pay all bills, get groceries, and still have money left over, then set up different saving plans for the left over money. Have a long-term savings, a short-term savings, and an emergency savings. If you choose to use a bank savings account, then consider just having one savings account, and use it to house your long-term savings.

Short-term savings can be kept in a secret pocket in your purse, under your bed mattress, or somewhere similar. Emergency savings can be kept in a fireproof family safe. In fact, I would suggest that you keep your long-term savings in your family safe as well. But that's my personal opinion.

Also, with today's economy, it may be wise to not keep your long-term savings in cash, but instead keep it in gold and junk silver. Research this, and strongly consider it.

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## *The Other Section*



*Hobbies, interests, goals, Christmas and birthday lists,  
etc.*

What are some other things you'd like to have in your binder? If you're thinking about recipes and family contact information, we'll be adding those sections in the next few chapters.

If you like to garden, sew, can, knit, crochet, etc., then this is the section for you to keep your favorite patterns, garden plans, etc.

If you have special hobbies, or there are things that you'd like to teach yourself, this is a good section to keep notes and such.

We write and mail out annual Christmas letters with family pictures. I like to keep a copy of each of our Christmas letters in my "other" section. I also keep printed out maps from <http://www.mapquest.com> of the area I live, and of surrounding areas. I even have a mapped route to the nearest hospital, in case of emergency.

The "Other" section is also the perfect place to keep articles you print off of the internet. I have three or four articles I printed off of <http://www.ladiesagainstfeminism.com> that I keep in this section.

This section may start out small (or even stay empty) for a while, but as you come across more and more things that interest you, your 'other' section will soon fill up, and may get somewhat thick.

## *The Recipes Section*



*Cooking by scratch is not hard if you do it correctly. Consider the recipes in this section. They are fun, easy, and very healthy.*

The “Recipes” section is the spot in your binder to keep recipes. This chapter will share some great recipes with you, to help you get started with your recipe collection.

We are going to start at a foundation and work from there. Because this is the way this chapter will be designed, please understand that most of the recipes build off of the previous one(s).

What are we waiting for? Let us get started on some amazing recipes...

## **Buttermilk**

### **EQUIPMENT NEEDED:**

- A 1-quart mason jar

### **INGREDIENTS NEEDED:**

- Whole milk (store bought is fine, but don't use "ultra-pasteurized." Whole pasteurized and homogenized milk is fine, and so is whole raw milk.)

- 2 tablespoons of a previous made batch of buttermilk, or two tablespoons of store bought buttermilk (this is your buttermilk's starter culture)

### **HOW TO MAKE IT:**

1. Put two tablespoons of store bought or homemade buttermilk into a 1 quart mason jar.
2. Fill up the mason jar with whole milk.
3. Seal the jar, and shake it well.

4. Place the jar into a dark kitchen cupboard, and leave it there for about 24 hours.

5. After about 20-29 hours, shake the jar and place it into the fridge. After it has cooled in the fridge, you'll have official buttermilk.

I find homemade buttermilk to taste better than store bought buttermilk. It may end up being a lot thicker than store bought, so keep that in mind. In fact, don't be surprised if the consistency of your homemade buttermilk is the same consistency of store bought yogurt. This is normal.

### **Sourdough Starter**

#### **INGREDIENTS:**

Bottled spring water

Whole-wheat flour

#### **HOW TO MAKE IT:**

1. In a large plastic container (not metal) put in one cup of whole-wheat flour.

2. Mix in 1 cup of spring water.

3. Now you have a batter of flour and water. Cover the container over with a clean dishtowel, and use a rubber band or string to keep the dishtowel on top of the container. Keep the container in a dark area of your kitchen, away from plants and chemicals.

4. Every day, add another cup of spring water, and another cup of wheat flour, and again leave the covered container sitting out.

5. After one week of doing this, you should have starter. Feed it again, with one cup of water and flour, then put the container's lid on



it, and store it in the fridge. Cut a few small slits in the top of your sourdough container, so that oxygen can get in, but not bugs.

Feed your starter (by adding one cup of water and flour) once a week. This starter will be needed for the bread recipe in this chapter, and can also be used for making pancakes, pizza dough, dinner rolls, etc.

When feeding your starter, if you find a lot of clearish or brownish liquid floating on top, don't worry. That liquid is called "hooch," and is normal. Just pour the liquid off, into the sink, and feed your starter like usual. If you have too much starter, then either give some away, or make a bread product to cook some starter into, or throw some away.

## **Ultimate Amazing Bread**

The below is a copy of the recipe for a whole-wheat sourdough bread that I put on my website on January 9<sup>th</sup>, 2008. This is my personal recipe:

### **How to Make Ultimate Amazing Bread**

This recipe makes 4 loaves. It takes an hour of your work. I've found that it takes almost the same amount of time, whether I'm making 1 or 4 loaves. Therefore, I make four loaves, and store the extra loaves in the freezer until we need them. To defrost a loaf, just let it sit out on the counter for a few hours. If you need to defrost a few slices right away, just stick them in the toaster.

### **INGREDIENTS**

3.5 cups homemade buttermilk

4 cups homemade whole wheat sourdough starter

1.5 tablespoons sea salt

1/3 cup 100% pure maple syrup (raw honey can be used instead, if you wish)

3 tablespoons real butter, softened to room temperature

10-17 cups of whole wheat flour (if you have a bag and a half, then you'll have more than enough)

## HOW TO MAKE IT

NOTE: I suggest you set aside an hour in the late afternoon to make this bread.

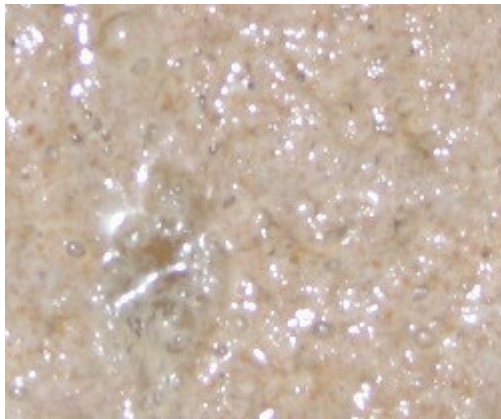
1. Make sure you have your homemade buttermilk:



and your homemade whole wheat sourdough starter:



Here is what my sourdough starter looks like up close:



2. Spoon and pour 3.5 cups of homemade buttermilk into a very large plastic, glass, or earthen mixing bowl (not metal):



3. Add 4 cups homemade whole-wheat sourdough starter:



4. Before you put your starter back into the fridge, feed it. Mix in one cup of whole-wheat flour, and one cup of spring water, and then place the starter back into the fridge. Keep feeding your starter each day until you have 5 or more cups of starter:



5. Add 1.5 tablespoons sea salt, 1/3 cup pure maple syrup (or raw honey), and 3 tablespoons soft butter:



6. Mix it:



7. Add in some flour, a cup or two at a time, and mix it in with a plastic or wooden mixing spoon:



8. Keep mixing in flour until it gets too thick to continue mixing by spoon:



9. Wash your hands, and continue adding flour and mix it by hand:



10. If you don't have your grasping muscles in your hands and forearms built up, then this may be tiring. Keep at it. After you've made this bread a few times, it'll be much easier. Keep adding flour until the bread starts to turn into a dough. You'll want the dough to be slightly sticky, like it feels when you touch the sticky side of masking tape. However, you don't want it so sticky that it'd rather stick to your hands in clumps, instead of sticking to itself. When it starts to turn into dough, it'll have an uneven consistency and color. It will look like this:



11. When your bread gets to this point, then it's time to stop adding flour, and start kneading it. Knead the bread for 10-15 minutes. If you're used to kneading bread, you may choose to knead it on the counter or table. I prefer to knead my bread right there in the bowl. To knead in the bowl, first punch the dough down, so that it looks like this:





12. Then roll it over, and punch it down again:



13. Keep repeating this for about 10 to 15 minutes. A well kneaded dough will look like this:



14. Grab a good bread knife, and cut the dough into four portions of equal size:



15. Use butter to grease 4 loaf pans:



16. Grab one of your four pieces of dough, and form it into a gluten ball, to stretch the gluten strands one more time before patting it into the pan. To make a gluten ball, simply stretch the dough inside out, over your closed fist, like this:



17. Then, close the end of the dough, so that it's a ball. Have the ugly side of the ball facing up, and set the ball of dough into your buttered loaf pan:





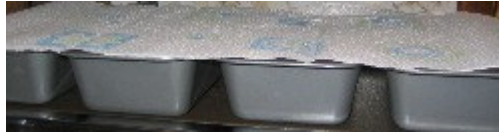
18. Use your knuckles and squish the dough into the pan. It may hiss at you when you do this. That is okay. That just means you're squeezing out air. Your dough may have occasionally hissed at you while you were kneading it as well.



19. Next, grab the dough back out of the pan, flip the dough upside down, and set it back into the pan. See? Now the dough looks pretty and smooth, and the butter in the pan automatically buttered the top of your loaf for you. Do steps 16-19 with the other three pieces of dough that you still have waiting:



20. Time to put the dough down for a "rest." Cover all four pans of dough loosely with paper towels or a clean dishtowel, and leave them there until right before you go to bed:



### Right Before You go to Bed

If you take a look at your dough, you may find it partially or completely risen already:



The leaven is working great, but your wheat is still not soaked well enough for the needed health benefits. Wash your hands, then take a few minutes to do the following before you go to bed:

1. Grab one of the pans of dough, and punch it down in the center to deflate it:



2. Use your knuckles, and press the dough flat again:



3. Now roll the dough like this:



4. Next, grab the dough out of the pan and knead it for a few seconds - about 10 seconds should be good. If parts of the dough are a little dried or hardened, don't worry. This short kneading session will soften the dough again and make it as good as new.

5. After you've re-kneaded for about 10 seconds, form the dough into a gluten ball like you did earlier today. Then, press it into the loaf pan, and then flip the dough upside down, like you did earlier today in step 19.

6. Repeat the above 5 steps on your remaining three pans of dough. Your dough should look like this in their pans now:



7. Time to put the dough back to "rest" and rise.



Now you're done until tomorrow morning when you arise.

### **The Next Morning**

Yesterday you made your dough and let it rise twice. The wheat in your dough has soaked long enough. Now it's time for the most fun part of bread making: baking the bread and enjoying the wonderful smell!

1. Take a look at your fully risen bread. It should look like this:



2. Time to start baking... Preheat your oven to 425 degrees, and then put the bread in. Let it bake at 425 for 15 minutes, then turn the heat down to 325 degrees, and let it continue to bake for 45 more minutes:



3. When it's done baking (didn't that smell great?!) take the bread out of the oven, and out of the loaf pans. If the bread wants to stick in the pan, then use a butter knife in the corners of the pan to gently coax the bread out. Leave the bread sitting out to cool for a few hours:



4. After the bread has cooled for a few hours, grab a good bread knife and slice it:



5. I store my sliced bread in large freezer Ziploc bags. I put three loaves into the freezer, and I keep one out. When that loaf gets to halfway gone, then I take a loaf out of the freezer, open the Ziploc bag, and let it thaw for a few hours.

Well, this completes our bread-making journey. This is how to make Ultimate Amazing Bread. A good friend suggested I keep the recipe secret, and sell this bread. But I prefer to share the recipe so that others can enjoy it, and the fun in making it. Bread making is an experience.

## Yogurt

### INGREDIENTS:

- ½ cup of store bought, organic or natural full-fat plain yogurt, or ½ cup of a previous made batch of homemade yogurt.

-8 cups of whole milk Pasteurized and Homogenized is fine, but do not use ultra-pasteurized.



## HOW TO MAKE DELICIOUS YOGURT

1. Pour the milk into a crock-pot, and turn the crock-pot on low. Leave it alone for 2.5 hours, cooking on low.
2. Turn the crock-pot off, leave the cover on, and let the milk sit for 3 hours.
3. Take a cup or two of the warm milk from the crock-pot, and put it in a small mixing bowl. Mix in  $\frac{1}{2}$  cup of store-bought yogurt, or  $\frac{1}{2}$  cup of homemade yogurt as your starter.
4. Mix the yogurt and warm milk mixture into the milk that's sitting in your crock-pot.
5. Put the lid on the crock-pot, then fold and put a heavy bath towel over the crock-pot to insulate in the leftover heat (leave the crock pot turned off), and go to bed.
6. The next morning, you'll have yogurt waiting for you in the crock-pot. Homemade yogurt is thinner than store-bought.
7. Pour the yogurt into a container, cover it, and put it into the fridge. Let the yogurt fully cool down to the fridge temp.
8. Then, if you'd like to add fruit to your yogurt, put a few cups of chopped fruit (of your choice) into a blender, and blend. Then mix the blended fruit into the yogurt and return to the fridge to cool it some more.
9. When you're ready to eat the yogurt, take it out of the fridge and enjoy.

Yogurt is also a good buttermilk substitute for many recipes. For example, if you are making Ultimate Amazing Bread, but are out of buttermilk, you can use your substitute in your homemade yogurt instead.

## Cream Cheese and Whey

Whey is important to have in the fridge for several reasons. First of all, if anyone has an upset tummy, drinking some whey will often alleviate it. Whey is also used in a lot of Nourishing Traditions type cooking. It's important that you make your own whey. Don't buy the powdered stuff at the store - it's probably more dangerous for your health than healthy, because of the processing it underwent.

The cream cheese is great in and on many things. I've noticed it tastes particularly good spread on Ultimate Amazing Bread.

### INGREDIENTS

4 cups of homemade yogurt

### EQUIPMENT

- A juice pitcher
- A small strainer with a handle that can sit on top of the juice pitcher
- Some flour sack or a very thin dishtowel
- Plastic wrap

### HOW TO MAKE IT

1. Place the strainer over the juice container, and put the flour sack or dishtowel over the strainer.
2. Pour the yogurt into the flour sack that's in the strainer over the juice pitcher.
3. Place plastic wrap over the top of the yogurt to prevent contamination, then put the whole contraption into the fridge.

4. Wait 24 hours, then remove the contraption from the fridge. In the juice pitcher will be some yellowish liquid whey, and in the flour sack in the strainer will be yogurt cream cheese.

Basically, you just separated the whey from the cream in the yogurt.

I usually put the cream cheese in a small container, and it sits on a shelf in my fridge. I pour the whey into a mason jar, and it sits on the top shelf in my fridge. I use the cream cheese on bread quite often, and I use the whey in food preparation, or for tummy aches.

### **Baked Oatmeal**

Baked oatmeal is an oatmeal dish that many people, who don't even like oatmeal, like.

#### **INGREDIENTS:**

- 3 cups oats
- 1/2 cup coconut oil
- 1/2 cup 100% pure maple syrup
- 1 tsp sea salt
- 1/2 tsp cinnamon
- 3 tbsp homemade whey
- 1 cup filtered or bottled water
- 3 omega-3 eggs
- 1 tsp real vanilla
- 1 tsp baking soda
- 1/3 cup jumbo gold and dark raisins

#### **HOW TO MAKE IT:**

1. In a medium mixing bowl or large plastic container, mix together the oats, coconut oil, syrup, sea salt, cinnamon, whey, and water.



2. Save the rest of the ingredients for the next day. Meanwhile, cover over the bowl or container, and let sit on the counter overnight until the next morning.

3. The next morning: uncover the bowl or container, and mix in the eggs, vanilla, baking soda, and raisins.

4. Pour oat batter into a well-buttered loaf pan, and bake at 350 for 35 minutes.

Enjoy!

### **Legume stews**

Legumes include: beans, lentils, peas, etc.

A great way to have filling, yummy, healthy, cheap meals is to make a type of legume stew once or twice a week.

It is very easy...

1. Choose which type of dried legume you'd like to use. A good choice is lentils.

2. The night before, sort the legumes, and throw away anything that may look strange. Then, pour in about  $\frac{1}{4}$  cup of homemade whey on top of the legumes, and then add cold filtered water to cover the legumes completely. Cover them, and let them soak overnight out on the counter.

3. The next morning, you may find that your legumes have started to sprout; this is great. Drain the water from your legumes, and replace the water with fresh filtered water.

4. Add a whole stick of real butter, 3 peeled and diced carrots, 3 sliced up stalks of celery, two minced cloves of garlic, and one whole diced onion to the legumes and water.

5. Put all of this in a crock-pot, and set the crock-pot to "low." Stir the mixture on occasion. This stew should cook all day, until dinnertime.
6. Make sure there is always enough water to keep the legumes covered, while it is cooking.
7. About an hour before dinnertime mix in 1.5 tablespoons of sea salt, and 1 teaspoon of ground black pepper. Mix well, and let it continue to cook on low for another hour or so.
8. Enjoy your dinner. This recipe is good with split peas, lentils, black beans, pinto beans, etc.

## Kombucha

Below is a copy of an article I wrote about what Kombucha is, and how to make it. I wrote this article on January 25<sup>th</sup>, 2008:

Kombucha may be some of the healthiest stuff you ever put into your body. This amazing wonder drink has been linked with helping to heal numerable ailments - both major and minor, including some cancers. [Click here](#) to read some amazing testimonies from Kombucha drinkers. My personal testimony is that I used to have *really* bad menstrual cramps each month. Since I've been regularly drinking Kombucha I get **no** menstrual cramps - none whatsoever. I also seem to no longer suffer from any PMS symptoms whatsoever. No bloating or grouchiness for me. ☺ Kombucha can be a great chemical and hormone balancer.

Kombucha has also been found to reduce cellulite in some ladies. It seems to give a toning effect to the skin of many of those who drink this regularly. If you are ready for better health and increased energy, then you're ready for Kombucha.

Kombucha is brewed by putting a Kombucha mushroom, or SCOBY, into some sweetened tea, and letting the SCOBY culture in the tea. SCOBY stands for **S**ymbiotic **C**olony **O**f **B**acteria and **Y**east. The SCOBY will consume all or most of the tea and sugar, and turn it into Kombucha, which you then drink. With a full brew, you'll have very little tea or sugar in the final product that you drink.

Kombucha can vary in taste, depending on how you like it. A brewing of 5-7 days in warm weather will often yield a drink that will taste similar to sparkling apple cider. If the brew is

extended to brew for 10-14 days or longer, then the drink will become stronger tasting, and more tart. Extra long brews will make Kombucha vinegar. Some people prefer the vinegar, while others prefer the shorter brewing time, with a Kombucha that tastes similar to sparkling apple cider.

There is so much information about Kombucha out there, so I'll leave you to do your own research about how it works, and what its many health benefits are. Meanwhile, I'll show you how I brew it:

NOTE 1: Yes, the main ingredients are sugar, tea, and a Kombucha mushroom. However, after a full brewing, there will be very little to no tea and sugar in the drink. It will be "eaten" by the SCOBY/mushroom. The Kombucha drink itself is a byproduct, of sorts - which is very healthy, and contains many amazing nutrients, such as glucuronic acid. Amazing, isn't it?

NOTE 2: Kombucha contains very little to no alcohol. The fermentation process that occurs during the brewing is not an alcoholic process, but a healthy bacterial fermentation.

1. Boil 12 cups of filtered water:



2. While you're waiting for the water to boil, get the container(s) ready that you'll be brewing in. Do not brew in metal or plastic. Earthen ware and glass are fine to brew in, however. These are the type of glass containers I brew in:



3. Still waiting for that water to boil? Take this time to put one cup of organic white sugar into your brewing container(s). I have two containers, each containing one cup of organic sugar, because I'll be doing a double batch of Kombucha. Therefore, I have 24 cups of water boiling - 12 cups of boiled water per brew. Here are my two containers with their 1 cup of organic sugar in each, awaiting the boiling water:



4. Once the water boils, remove it from the heat, and pour it into your brewing container, on top of the sugar. Then, mix the sugar water, until the sugar is completely dissolved. After that, put in four tea bags of 100% natural, or organic black tea. I'm currently using the Wal-Mart Great Value brand of 100% Natural Black tea. In the below picture, notice the container to the right is yellowish. That is what the hot water looks like with the organic sugar mixed in. The container to the left is just a few minutes after I added 4 tea bags:



5. Leave the four tea bags in the container, and gently cover the container over with a clean dishtowel, or some clean flour sack. Leave the container sitting out on the counter, until the tea cools to room temperature. This will take several hours.

6. Several hours later... Once the tea has cooled to room temperature, you can remove and throw away the 4 tea bags:



7. Then get out the jar/container that you store your Kombucha mushroom/SCOBY in. The SCOBY should be in some previous Kombucha brew. Pour 1/2 cup of that previous Kombucha brew into the sweet tea: (If you don't have enough Kombucha to do this, then use 1/4 cup of apple cider vinegar, instead.) It's important that you pour in some previous Kombucha or vinegar. This will prevent mold from growing on your SCOBY during the brewing process.





8. Here are the mushrooms I'll be using to brew. I poured out all of the liquid they were sitting in into both of the containers for the two brews I'm about to start:



9. Wash your hands and remove any rings. Then gently grab the SCOBY, and float it on top of the tea:



10. The mushroom may stay floating at the top, sink to the bottom, or do a bit of both. It doesn't matter where the SCOBY goes, it'll still do its job, just the same. Here is what my two looked like:



11. Cover your brewing container with a clean dishtowel, or flour sack, and secure the covering on with string or a rubber band:



12. Store your container in a warm, dark area. Make sure it isn't near any chemicals, such as cleaning solutions. Leave your container in that dark, clean area for about a week, then your Kombucha should be done.

13. About one week later... You'll have a new Kombucha mushroom at the top of your brew. This new mushroom is called the "baby," and the original mushroom you started the brew with is now called the "mother." You can choose to keep the baby as a back up SCOBY, and start your next brew with the mother, or you can leave the mother and baby attached to each other, and start your next brew with the mother and baby attached. I like to keep re-brewing, while leaving the new mushroom that grows each time, attached to the "mother" SCOBY. Then, when the "mother" turns dark brown, I know there's no brews left in that one, so I peel the "mother" off, and throw it away. Then the new bottom-most mushroom is the main "mother."

I also, however, keep a SCOBY or two as a back up mushroom, so that if something happens to my main mushrooms, then I can start a fresh brew of Kombucha with my back up

SCOBY(s). It's important that you occasionally do a brew with your backup mushrooms, so that they don't die. In the pictures in this article you are seeing my backup mushrooms, as it was time for me to brew with those. My stacked main mushrooms were taking the week off, by sitting in some Kombucha liquid in my brewing cupboard.

The new baby mushroom at the top of your brew can vary in appearance. There should not be any mold on it. If there is, then you may not have put in enough of a previous batch of Kombucha when you were making the brew. (See step 7, above.) If there is *any* mold on your SCOBY or in the area, then throw away that brew, along with the mushrooms in that brew. Clean your brewing container out very well (using VERY hot water), and then start a new brew, with a new SCOBY.

Sometimes the new baby SCOBY may have holes in it, or bubbles. This is okay. This just means that there was a lot of carbonation occurring in your brew, which is a-okay. :-) Other baby mushrooms will be smooth, and resemble a pancake. This is normal as well. My baby SCOBY came out with some spots thinner, and some thicker than others, and with some bubbles in it:



14. Clean your hands, and remove any rings. Gently remove the baby and mother mushrooms, and place them in a glass jar, or glass bowl. I placed two babies and one mother (remember, I did two brews) into one jar, and one of the mothers into another jar, to use as a back up:





15. Pour the freshly brewed Kombucha out of it's brewing container, through a fine strainer, and into a juice pitcher. It's okay if the pitcher is plastic, because the Kombucha will only be in it for a moment. In the below picture, you'll see some brown stuff in the strainer. That is just yeast culture, and is normal. The strainer strains it out, so that I don't have it floating in my drink. :-)



Kombucha is naturally carbonated:



16. Next, pour the Kombucha into a large glass pitcher, and store it in your fridge. In the below picture, you'll see a portion of the Kombucha that looks kind of fuzzy white. That is because bubbles are rising to the top of the Kombucha, which is also causing the foam you see on top. Remember, Kombucha is naturally fizzy and carbonated:



Even though it no longer has a SCOBY in it, it is still active, and will continue to produce little brown stringy blobs, so be sure to pour your Kombucha through a small fine strainer, as you pour into a glass to drink. However, if you drink it without straining it, and you swallow the brown stuff, don't worry, as it is healthy and won't hurt you.

17. Don't forget to pour some of your Kombucha into the glass jar with your SCOBY(s), and to store that jar in a dark cupboard, until you're ready to start your next brew of Kombucha:



Where can you purchase a Kombucha SCOBY, so that you can brew Kombucha? Do a search on the term "SCOBY" on <http://www.google.com>, and you'll find some sources for purchase. However, it may be a good idea to just purchase one off of eBay. The best way to get a mushroom/SCOBY is to get a baby from a friend who brews Kombucha.

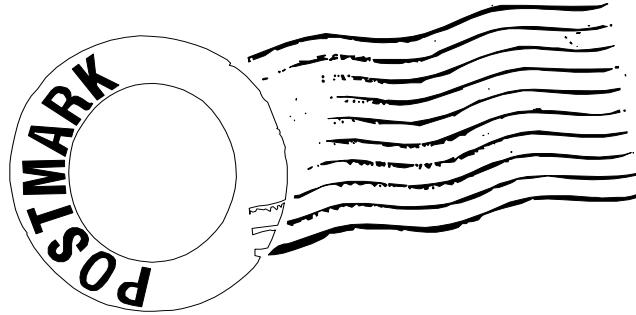
Keep your eyes and ears alert, and stay on the look out; you'll find a way to get a SCOBY, and when you do, go for it.

UPDATED TO ADD: You can grow your own SCOBY. [Click here](#) to learn how simple it is!

### Want more recipes?

Visit my webpage at <http://www.KeepingTheHome.com> for more recipes like the ones shown in this book. Also, I highly recommend that you get and read the book *Nourishing Traditions*. That book will teach you the how and why of the types of recipes portrayed in this book, and much more.

## *The People Contact Section*

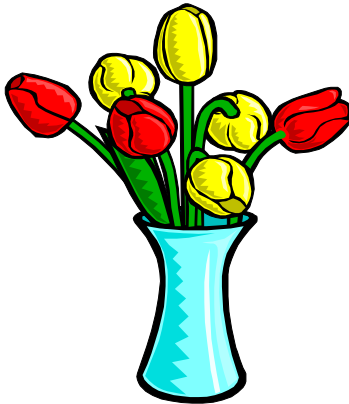


*Keep in contact with family and friends...*

The last section in your Home Management Binder should be your family's personal phone and address book. It's much easier to keep it in your binder, than in a separate book. I particularly find this section handy during the holidays, when I'm preparing to mail out my family's annual Christmas letter.

I purchased some blank dividers with alphabetical tabs on them from Office Depot. I then put those dividers into my binder, and printed out some phone/address book paper to insert between the dividers. You can print out address/phone book paper from <http://www.donnayoung.org>.

Next, I hand wrote the names, email addresses, phone numbers, and addresses of my extended family and friends. Now I can just turn to the last section in my Home Management Binder, whenever I need to look up someone's contact information. I have found this to be quite handy.



Once you have finished the People Contact Section of your Home Management Binder, you've finished. Now you just need to utilize your binder's benefits...

*Get Up and Do It*



*Have joy in the work God has given you to do.*



As mentioned earlier in this book, the Home Management Binder is not what will make things better; it's YOU. The Home Management Binder is a tool that you can use and reference throughout your blessed days. It will help keep you on track, and remind you what needs to be done.

### **Keeping It Together**

If someone were to visit my house unannounced, they'd usually find it nice and quiet, clean, cheery, and the children happy and well behaved.

I like to keep my home "guest ready". Hence, it keeps me on my toes to not slack off on training my children in the nurture and admonition of the Lord, on keeping my house clean and comfortable, and staying joyful and cheery.

Have you ever visited someone, to find that their kids were always yelling, hitting, making messes, and the house was so messy that you could barely walk around, without stepping on something? Then, there's the poor, harried mother. She has bags under her eyes, her hair is not brushed, she's wearing sweats with stains on them, and she's definitely not smiling.

I doubt her husband looks forward to coming home from a hard day's work. The atmosphere of that home is enough to tire just about anyone out. This mother works too hard. She isn't orderly, and she may not even know what to do. Hence, she puts out too much energy, by doing insufficient tasks. Just putting order into her life would make it easier, and she wouldn't be working so hard trying to "swim upstream" all the time.

Do you want to hear something funny? I've been accused, on many occasions, of only "pretending to be happy," as "no one really is". What a sad way to think. I truly am happy. More and more each

day, I'm living the way God wants me to, and He blesses me for it. And you know what? *Heavenly Father knows best.*

Wives and mothers, stop living for you. Stop trying to "get away," "get out with the girls," or "rest," because you're always "sick and tired". Start living your purpose in life. It's clearly laid out in Titus 2, and many other places in the Holy Word.

Raise your children to be good, godly Christians. Don't punish them into compliance, *train them*. There are only two ingredients a Christian mother needs to properly and Biblically train her children:

1) A good, cheery attitude (ALL the time)

And

2) CONSISTENCY. You tell your children ONCE, and only once. Expect immediate compliance. No discussing it, no "but why mommy." They do it when you say it, or you've got a problem. Remember; always train with a cheerful disposition; NEVER in anger. If they don't do what you say, the first time you say it, then immediately go into negative reinforcement - GIVE NO WARNINGS. If you haven't already been doing this with your children, then you may have to spend a couple of weeks doing "railroad boot camp", train, train, train. When your children become more compliant, you'll also notice a new phenomenon: they will be happier, and will enjoy life more.

Next, our harried stay at home mother needs to get her house in order...

*Children, time to help your mother.* Children need chores. It prepares them for when they are in their own home, and it develops character and servitude (the opposite of selfishness). Ages 2 and under can watch you clean. Ages 3-5 can follow you around, and "play clean". Ages 5-8 can clean with soap and water. Ages 8 and up, can be introduced to cleaning solutions, and their proper uses.

Teach your children...



Sit down with them for a time each day, and work on something. For example, teach your 3yr old the letters and their sounds. You can make flash cards out of cardboard and markers.

4yr olds can start to learn to read. I suggest you use a book called *Teach Your Child to Read in 100 Easy Lessons*. It's fun, easy, and after you get into it, only takes about 15 minutes a day. Within a few weeks your child will be reading simple stories to you, and you'll adore the experience, and how much closer you and your child have become.

Have Family Read Out Loud Time every day. Don't read simple fiction or children's books. Read books that stretches the mind (unabridged, please). Read books where your children may not understand half of the words in the book (you may not, either.) They will learn the meaning of the words through context, as you read the story. Their vocabulary skills will soar (so may yours). To get started, I suggest you first read [The Swiss Family Robinson](#). It's a wonderful book that you and your family may want to re-read throughout the years.

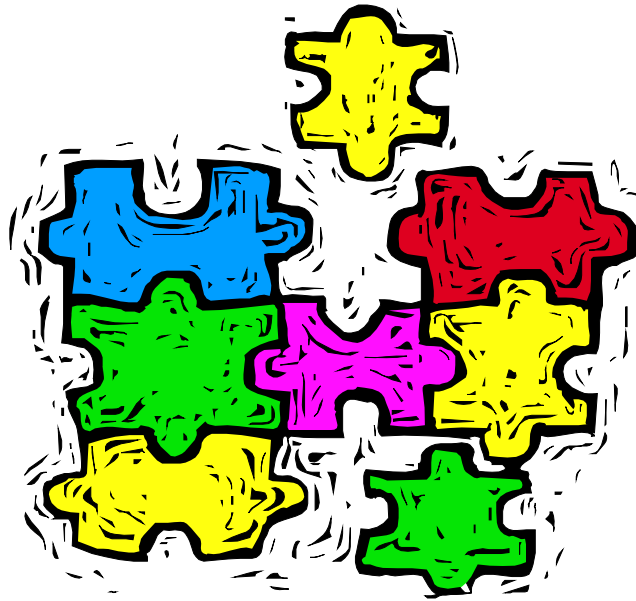
If you have small children, it's okay if they color or draw while you read to them. If you have daughters who like to sew or knit, read out loud time is a great time for them to do that, while they listen to the story.

Cherish your children. Look them in the eye, and smile at them. Hug them, kiss them, and be proud of them.

Most importantly, when you're tired, be happy and cheerful anyways. Persevere, and your tiredness, and "I don't want to" thoughts will dissipate, and be replaced with the Joy of the Lord.

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Putting it all Together



Making the pieces of the puzzle fit and work together...

Now you have all of the sections of your binder. If you haven't done so already, stick each piece of paper into its own clear page protector. Also, use your stick on tabs to divide up your binder in its sections, for ease of use.

I know that it can help to see other people's binders, and see how they've done it. I have a list of links to other people's binders that they have put online. You can find that list in the left hand column of my website at <http://www.KeepingTheHome.com>. Just scroll down on my site, and look for a section called "Peek into Other's Binders."

Meanwhile, this book will provide you with a sample binder. This sample binder starts on the next page. I urge you to read it, as it will contain information that has not yet been mentioned in this book. The sample binder may also give you some ideas for your own binder.

If you find yourself stuck in creating your own Home Management Binder, then you may want to print out the sample binder from this book, and use it, while modifying it where you find you need to.



Sample Home Management Binder

Section 1 – Schedules

Master Schedule

| Time: | Mom: | Child 1: | Child 2: | Child 3: |
|---------|-----------------------------|--------------------------------|--------------------------------|--|
| 7:00am | get up and get dressed | get dressed and do room chores | get dressed and do room chores | get dressed and do room chores |
| 7:15am | M-F sewing / Sa gardening | activity at table | activity on living room floor | activity with dad, or mom's helper with sewing |
| 8:00am | make breakfast | breakfast chores | breakfast chores | breakfast chores |
| 8:30am | eat breakfast | eat breakfast | eat breakfast | eat breakfast |
| 9:15am | family Bible study | family Bible study | family Bible study | family Bible study |
| 9:45am | M-F exercise / Sa gardening | room play time | room play time | room play time |
| 10:45am | shower off | room play time or play outside | room play time or play outside | room play time or play outside |
| 11:00am | cleaning chores for the day | chores | chores | chores |
| 11:30am | make lunch | free time | free time | free time |
| 12:00pm | eat lunch | eat lunch | eat lunch | eat lunch |
| 12:45pm | M-F get out | homeschool | homeschool | homeschool |

| | | | | |
|--------|--|---|---|---|
| | supplies
and prep for
one on one
home
school time
/ Sa read
out loud
time | or read
aloud time | or read
aloud time | or read
aloud time |
| 1:00pm | M-F one on
one home
school time
with each of
the children
/ Sa go to
town and
run errands | homeschool
or run
errands
with mom | homeschool
or run
errands
with mom | homeschool
or run
errands
with mom |
| 4:00pm | M & W-Su
cook dinner
/ Tu weekly
___?___
meeting,
and
potluck,
dinner out,
or frozen
pizzas
afterwards | help mom
or be with
dad | help mom
or be with
dad | help mom
or be with
dad |
| 5:30pm | eat dinner | eat dinner | eat dinner | eat dinner |
| 6:30pm | family read
out loud
time | family read
out loud
time | family read
out loud
time | family read
out loud
time |
| 7:00pm | bathe kids | bath | bath | bath |
| 8:00pm | tuck in
young
children | bed or quiet
time | bed or quiet
time | bed or quiet
time |
| 8:30pm | shower | bed or quiet | bed or quiet | bed or quiet |

| | | | | |
|---------|---|-------------------|-------------------|-------------------|
| | | time | time | time |
| 9:00pm | time with husband | bed or quiet time | bed or quiet time | bed or quiet time |
| 10:00pm | get ready for bed, then personal devotional, prayer, and Bible study time | sleeping | sleeping | sleeping |
| 10:30pm | go to bed | sleeping | sleeping | sleeping |

Routines

MORNING ROUTINE:

- ☐ Get up and get dressed
- ☐ Get the kids ready
- ☐ Fix beds
- ☐ Breakfast
- ☐ Brush teeth

AFTER MORNING – AFTER NOON ROUTINE:

- ☐ Family Bible study
- ☐ Exercise
- ☐ Clean
- ☐ Lunch

- ❑ Homeschool

EVENING – NIGHT ROUTINE:

- ❑ Dinner
- ❑ Kid's baths
- ❑ Family read aloud time
- ❑ Tuck in kids
- ❑ Tidy up the house
- ❑ Shower
- ❑ Personal Bible study

Exercise Routine

[This exercise routine is to be done on Mondays, Wednesdays, and Fridays.]

WARM UP = 20 marches; 20 jumping jacks, 10 push ups, standing stretches

CARDIO = 20 plie jumps, 20 jumping jacks

STANDING UPPER BODY = 20,5,5 lat pulls; 20,5,5 shoulder press; 20,5,5 French press; 20,5,5 bicep curls --- 10,5,5 lat pulls; 10,5,5 shoulder press; 10,5,5 French press; 10,5,5 bicep curls

CARDIO = 20 plie jumps; 20 marches

STANDING LOWER BODY = 20,5,5 squats, 20,5,5 lunges, 20,5,5 plie squats, 20,5,5 dips, 20,5,5 cross lunges, 20,5,5 calves at all three toe positions, 20,5,5 curtsy lunges --- 10,5,5 squats, 10,5,5 lunges, 10,5,5 plie squats, 10,5,5 dips, 10,5,5 cross lunges, 10,5,5 calves at all three toe positions, 10,5,5 curtsy lunges

UP AND DOWN = 20,5,5 obliques, 10 pushups, 20,5,5 obliques, 10 pushups

ABS FLOOR WORK = 20,5,5 upper body crunches, 20,5h lower body crunches, 20,5,5 alternating side crunches, 20,5h lower abs leg walks, 20,5h lower abs bicycles, 20,5h upper and lower crunch combo, 20,5,5 upper body crunches, stretch --- 10,5,5 upper body crunches, 10,5,5 lower body crunches, 10,5,5 alternating side crunches, 10,5h lower abs leg walks, 10,5h lower abs bicycles, 10,5h upper and lower crunch combo, 10,5,5 upper body crunches, stretch

COOL DOWN = Full body stretch, done mostly on the floor.

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## Section 2 – Menu

### Breakfast:

MONDAYS – Scrambled eggs, toast, fresh fruit, milk

TUESDAYS – Baked oatmeal, fresh fruit, milk

WEDNESDAYS – Baked French toast, fresh fruit, milk

THURSDAYS – Boiled rice eaten as a cereal, fresh fruit, milk

FRIDAYS – butter and peanut butter toast, fresh fruit, milk

SATURDAYS – Omelet, toast, fresh fruit, milk

SUNDAYS – Breakfast/egg casserole, fresh fruit, milk

### Lunch:

MONDAYS – Peanut butter honey sandwiches, fresh vegetables, fruit juice

TUESDAYS – Cheesy rice, fresh vegetables, fruit juice

WEDNESDAYS – Tuna sandwiches, fresh vegetables, fruit juice

THURSDAYS – Hard boiled egg sandwiches, fresh vegetables, fruit juice

FRIDAYS – Homemade macaroni and cheese, fresh vegetables, fruit juice

SATURDAYS – Baked cheese sandwiches, fresh vegetables, fruit juice

SUNDAYS – Tuna sandwiches, fresh vegetables, fruit juice

Dinner:

MONDAY – Spaghetti, mashed sweet potatoes, salad, Kombucha

TUESDAY – Lentil stew, steamed veggies, Kombucha

WEDNESDAY – Roasted chicken, roasted veggies, Kombucha

THURSDAY – Homemade chicken soup, salad, Kombucha

FRIDAY – Salmon on rice, salad, Kombucha

SATURDAY – Pot roast (or roasted lamb), roasted veggies,  
Kombucha

SUNDAY – Split pea soup, baked potatoes, Kombucha

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Section 3 – Cleaning

Monday: Trash; bedding laundry; stove top; appliances; focus cleaning; project

Tuesday: Towel laundry; mirrors and screens; dusting; wipe downs, focus cleaning; project

Wednesday: Children's laundry; sinks; showers and tub; toilets; focus cleaning; project

Thursday: More children's laundry; hard floors; focus cleaning; project

Friday: Hubby's and my laundry; rugs and carpets; focus cleaning; project

Saturday: Office work; purse, yard, cars

Sunday: REST

Table Chores:

Clear table – put away leftovers, dishes in sink, napkins and like in trash...

Wipe off and put away place mats. (Wipe table while doing this.)

Sweep

Dishes

Wipe off counters, and clean sink

If dinnertime, replace wash clothes and dish towels with clean ones.

Child 1's Table Chores

Clear table, rinse dishes, help sweep, and wipe off side of fridge and dishwasher

Child 2's Table Chores

Put away place mats after I clean them, pick food and trash off of floor and throw away

Child 1's Daily Chores

Always: make bed, clean room, tidy up when he sees it needed throughout the house, etc.

Monday: Help with trash; change sheets on bed, and bring dirty sheets to laundry room; wipe down washer and dryer

Tuesday: Clean surfaces in brown bathroom

Wednesday: Clean toilet bases

Thursday: Does and puts away own laundry; sweeps laundry room

Friday: Uses sweeper in his bedroom

Saturday: Clean yard and sweep sidewalk

Sunday: REST

Focus Cleaning:

Monday:
Fridge and freezer

Microwave

Oven

Stove

Tuesday:

Main kitchen counter

Other kitchen counters and surfaces (not table)

Kitchen table

Bathroom counter

Other bathroom counter

Bedroom counter

Wednesday:

Kitchen sink

Bathroom sink

Other bathroom sink

Bedroom sink

Main shower

Tub

Other shower

Toilet

Other toilet

Thursday:

Kitchen floor

Bathroom floor

Other bathroom floor

Friday:

Living room carpet

Dining room and office carpet

Master bedroom and hallway carpet

5yr old's room

2yr old and baby's room

Saturday: None

Sunday: None

Projects:

sort toys

org kitchen

org pantry

org bathrooms

org all books, CDs, DVD, videos, etc

org dining room

org desks and office

org master bedroom

org 5yr old's room

org 2yr old and baby's room

org all clothes

clean windows

clean doors and frames

clean walls, switches and light fixtures

super-vacuum and clean all furniture

bleach tile grout

clean cabinet doors

clean behind and under fridge, dishwasher, etc.

clean all indoor trash cans

clean high chair thoroughly

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## Section 4 – Homeschool

### Homeschool for 5 Year Old

- Read out loud
- Reading comprehension
- Oral narration
- Silent reading, then more oral narration
- Counting by 1s, 2s, 5s, and 10s
- Memory work
- Math worksheet
- Copy work
- Go over worksheets with mom, and correct mistakes

### Homeschool for 3yr Old

- Colors flash cards
- Shapes flash cards
- Letters books
- Counting
- ABC song

### Homeschool for 1yr Old

- Ball, blocks, puzzle, or drawing
- Walking practice

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Section 5 – Child Training

Daily Activities:

| Day | Child 1 | Child 2 | Child 3 |
|-----------|-------------|-------------|----------------|
| Monday | Reading | Reading | Picture book |
| Tuesday | Chalk board | Cars | Blocks |
| Wednesday | Coloring | Coloring | Rattle ball |
| Thursday | Puzzle | Puzzle | Puzzle |
| Friday | Lego blocks | Lego blocks | Lego blocks |
| Saturday | Cars | Blocks | Small toys |
| Sunday | Drawing | Drawing | Nesting blocks |

Weekly One Hour Training:

| Child 1 | Child 2 | Child 3 |
|--|---|---|
| <ul style="list-style-type: none"> ▪ how to properly floss teeth ▪ comb hair ▪ trim nails ▪ clean ears | <ul style="list-style-type: none"> ❖ potty practice ❖ dress and undress ❖ put on socks and shoes | <ul style="list-style-type: none"> • practice standing and balancing • practice sitting quietly on moms lap |

Family Activity Time:

| | |
|-------------------|-------------|
| Mondays | Play Sorry |
| Tuesdays | Play Uno |
| Wednesdays | Take a walk |
| Thursdays | Play cards |
| Fridays | Coloring |

| | |
|-----------|---------|
| Saturdays | Video |
| Sundays | Reading |

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## The "Other" Section

### Create In Me a Clean Heart

*Written by Candy Brauer on March 14, 2005*

There are so many beautiful worship songs about our asking God to create in us a clean heart, to purify our hearts, to give us Godly wisdom, and to make us more like Him. The Bible likewise tells us that we need to possess these qualities. It's not expected of new Christians to automatically have these qualities, however I don't doubt that some do. I however, didn't.

God has been teaching me some marvelous lessons. He's been cleaning my heart; He's been teaching me the true meaning of biblical sanctification. As I write this, I'm in the midst of turmoil. I've been under some persecution. I'm not worried; I'm not scared, I'm excited. God is doing something, and it will be absolutely amazing. I put my trust in Him.

I was doing my laundry, when God put it into my heart to stop my chores for a few moments, and type this article. So Lord, here am I.

Many of us ask, pray, and think we want to be sanctified, full of Godly wisdom, to have a clean heart, etc. Some even think they do. Maybe they do. God knows their heart.

God has led me to stop doing many things that I used to do on a regular basis. Most of the time I ignored Him, and kept doing these things anyway. Then I'd be later praying for a clean heart. God was trying to answer my prayer, but I was using my will to not allow it to happen, while "pretending" that I really wanted it.

Sanctification is not easy. The Bible says we (Christians) are not to be of this world. Yet, so many Christians are either in the world, or imitating it, via "Christian" rock, etc.

*To be set apart from the world means that we are to stick out. We don't imitate the world, or blend in "with a Christian spin".*

Here are some things that God has recently spoken to me. I guess you could call it a test; a test to find out if one's heart is as clean as they think it to be:

➔ You find 40 dollars at the bottom of a case of Ramen Noodles that someone gave you. You're not sure whom. You are in deep debt, and you need the money. The right thing to do would be to call everyone that you can think of who may have given you the case, and ask if they lost the money. If they said they did, give them the money. Would you do the right thing?

➔ Someone who stole 500 dollars from you, takes you to small claims court under false pretenses, and tries to steal another 2500 hundred from you. The right thing to do would be to pray for that person, and trust in God. If you counter claim, do it only for the 500 dollars they stole. Don't go into the whole grievance money mess. Would you do the right thing?

➔ How do you dress? The right thing to do would be to dress, to limit the amount of people lusting after you. Dress modestly, but nicely for your spouse's sake. Do you do the right thing?

➔ A person comes up to you, and starts yelling at you and putting you down. The right thing to do would be to not get angry, but to speak to that person in love and logic, revealing the light of Christ, and to forgive them. Would you do the right thing?

➔ God is moving you on in life: a new place to live, and a new job for your husband. Except, you don't yet know where you're moving to, and what the job is. Meanwhile, the house you live in has just sold. The right thing to do is to rejoice in the fact that God is leading you, and trust in Him. Would you do the right thing?

These are all real situations that have happened to me lately (*back in 2005*). I can see the changes that God has been putting into my heart, because with God's help, I have been doing the right thing.

However, I know the struggle, the thoughts of not doing the right thing, and sometimes taking the "simpler path". As God continues to teach me, and as I yield myself to more and more to Him, I find that doing the right thing is not so hard anymore. It's a pleasure.

It is promised in God's Word, that God rewards those who do what He wills. I have been blessed to reap many rewards as of late.

*"Create in me a clean heart, O God; and renew a right spirit within me. Cast me not away from thy presence; and take not thy holy spirit from me. Restore unto me the joy of thy salvation; and uphold me with thy free spirit. Then will I teach transgressors thy ways; and sinners shall be converted unto thee." Psalm 51:10-13*

NOTE: I don't mean that I always do the right thing, because I don't. I wish I did. However, it is becoming easier to determine what the right thing is, as I yield myself more and more to our ever-loving Creator.

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Recipes Section

A Dinner Menu with Recipes Included

The following dinner menu and recipes are taken from my webpage at <http://www.KeepingTheHome.com>.

Monday

Beef and Rice, Salad

THE NIGHT BEFORE - Put two cups of brown rice into a bowl, and add filtered or bottled water to cover the rice. Pour in a few tablespoons worth of [whey](#). Cover the bowl, and let it sit out overnight until you make dinner tomorrow.

1. Cook one pound of full fat ground beef (not lean).
2. While the ground beef is cooking, get some water boiling, then drain your soaking rice, and add it to the boiling water to cook the rice.
3. While the beef and rice are cooking, make a [Sensational Salad](#).
4. Once the rice and beef are cooked, do NOT drain the beef - leave the grease in. Add the rice into the skillet with the beef and keep it warm on the stovetop. Meanwhile, get a cup and a half of frozen mixed vegetables, and steam them.
5. While the veggies are steaming, add 1/2 stick of REAL butter to the beef and rice, and mix in. Then, add 1.5 teaspoons of sea salt, and 1/4 teaspoon of pepper and mix that in as well.
6. As soon as the veggies are steamed, mix those into the beef and rice

mixture too.

All done. You now have your beef and rice and a nice salad for dinner. :-)

Tuesday

Mackerel Loaf, Salad, Baked Potatoes

1. Wash several potatoes, cut off their ends, and put them (uncovered, with no foil) into a 350 degree oven for 1.5 hours. After they have been cooking for 25 minutes, move on to step 2.

2. While the potatoes are still baking, in a medium mixing bowl put in the following: 1 can of Mackerel fish, 2 slices of crumbled up Ultimate Amazing Bread, 1/3 cup minced onion; 1 or 2 cloves of fresh minced garlic, 1/4 cup whole milk, 2 eggs, and 1/4 teaspoon pepper.

3. Mix it all together, then put into a buttered bread loaf pan.

4. After your potatoes have been baking for 45 minutes, put the Mackerel loaf in the oven with them. Keep the temperature the same, and bake the loaf for 45 minutes. When the loaf is done, it will be time to take the potatoes out as well.

5. While the loaf and potatoes are baking, make a [Sensational Salad](#).

6. After the salad is made, wash some dishes, wipe down your counter, and wait for the rest to finish baking, and then it's dinnertime.

Wednesday

Omelet, Steamed veggies

1. In a bowl, put in several to a dozen or more eggs (try to buy only Omega 3 eggs from the store).

2. Mix in some buttermilk (instead of milk or cream) and beat the egg mixture before adding to a buttered skillet to cook.

3. As you start cooking the eggs, add in some veggies and cheese. Put in what you have laying around in the fridge, and what your family likes. I'll often put in garlic, onions, celery, and mild cheddar cheese. Tomatoes, peppers, and scallions are great to add as well, if you have them.

4. Grab some frozen vegetables from the freezer and steam them, and then dinner is ready.

Thursday

Roasted Chicken and Roasted Veggies

THE NIGHT BEFORE - In a large crock pot put in a whole chicken, 3 stalks of chopped celery, 3 carrots that have been peeled and diced, 1 whole onion, diced or sliced into rings, 2 or 3 cloves of fresh minced garlic. Put all of this into the crock-pot, and then put the pot into the fridge.

THURSDAY MORNING - Take the crock-pot of goodies out of the fridge. Clean and slice (into big, chunky portions) 4 or more potatoes. Add the potatoes to the crock-pot, placed around the chicken. Start the crock-pot cooking on low, and let it slow cook all day.

2 HOURS BEFORE DINNER - Add a few handfuls of washed and snapped green beans on top of the chicken, and let it continue to slow cook until dinnertime.

AT DINNER TIME - Take the veggies out of the pot and put into serving bowls. Then, take all of the meat off of the chicken (the meat will fall off easily) and put that into another serving bowl. Then, put all of the bones and chicken skin back into the chicken liquid that's left in the crock-pot. The mixture will look gross, but that's okay. Add some COLD filtered or bottled water, to fill the crock pot to about 3 inches beneath full, and then pour in about 1/4 cup of apple cider vinegar. Set the crock-pot to cook on low all night. You are using the chicken juices, and it's skin and bones to make a cancer fighting, and delicious chicken stock/broth.

After you have the stock cooking, sit down and enjoy your roasted chicken

and veggies for dinner. NOTE - hold back at least one cup of cooked chicken for tomorrow's soup.

Friday

Chicken soup, Salad

THE NIGHT BEFORE - Chop 3 stalks of celery, dice a whole onion, peel and dice three carrots, mince 2 cloves of garlic, and chop the left over chicken into bite sizes. Put these all into a container and then into the fridge. Then, soak 1 cup of brown rice in water and [whey](#) overnight on the counter in a covered bowl.

FRIDAY MORNING - Put a large bowl (that can stand high heat) into your sink. Put a large pasta strainer into the bowl. Carefully pour all of the contents from your crock-pot into the strainer. The strainer will hold all of the chicken bones and skin, while the bowl underneath it will catch the vitally healthy and yummy chicken stock/broth.

Throw the chicken skin and bones away, and then pour the broth/stock back into the crock-pot. You may need to add a few cups of water, if you would like more broth for your chicken soup. Next, put in the veggies and chicken that you chopped last night.

Set the crock-pot to cook on low all day.

A FEW HOURS BEFORE DINNER - Add to the soup in the crock-pot a tablespoon and a half of sea salt, and 1 teaspoon of pepper. Mix well. Drain the rice you've had soaking, and mix that into the soup as well. Let the soup continue to cook on low until dinnertime.

Meanwhile, right before dinner, make a [Sensational Salad](#).

NOTE: Save back one cup of chicken broth drained from the soup for part of tomorrow's dinner.

Saturday

Black beans and Rice, Baked Potatoes

THE NIGHT BEFORE - Take a bag of dried black beans (about 1 pound) and put in a bowl. Add some filtered or bottled water, until the beans are well covered, then pour $\frac{1}{4}$ cup of [whey](#).

Cover the bowl and let the beans sit out on the counter to soak overnight. Next, put a cup of brown rice into a bowl, and cover the rice with water, and a few tablespoons of [whey](#). Let this sit out (covered) on the counter overnight to soak as well.

SATURDAY MORNING - Drain the water from the black beans, pour them into the crock-pot, and add fresh water, the cup of chicken broth you saved, and one whole stick of real butter. Turn the crock-pot on low, and let the beans slow cook all day.

A FEW HOURS BEFORE DINNER - Mix in 1.5 tablespoons of sea salt, and 1 teaspoon of pepper. Then, drain the rice and add that to the mixture as well.

AN HOUR AND A HALF OR SO BEFORE DINNER - Wash several potatoes and chop off their ends. Bake them (uncovered, and with no foil) in the oven at 350 degrees for an hour and a half.

BEFORE DINNER - Mix the beans and rice, and then serve the beans and rice and baked potatoes for dinner.

Sunday

Salmon Loaf, Baked Potatoes, Salad

1. Wash several potatoes, cut off their ends, and put them (uncovered, with no foil) into a 350 degree oven for 1.5 hours. After they have been cooking for 25 minutes, move on to step 2.

2. While the potatoes are still baking, in a medium mixing bowl put in the following: 1 can of Salmon fish, 2 slices of crumbled up Ultimate Amazing Bread, $\frac{1}{3}$ cup minced onion; 1 or 2 cloves of fresh minced garlic, $\frac{1}{4}$ cup whole milk, 2 eggs, $\frac{1}{4}$ teaspoon pepper.

3. Mix it all together, then put into a buttered bread loaf pan.
4. After your potatoes have been baking for 45 minutes, put the Salmon loaf in the oven with them. Keep the temperature the same, and bake the loaf for 45 minutes. When the loaf is done, it will be time to take the potatoes out as well.
5. While the loaf and potatoes are baking, make a [Sensational Salad](#).
6. After the salad is made, wash dishes, wipe down your counter, and wait for the rest to finish baking, then it's dinnertime.

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There are more sections we could add to this sample binder, such as a Budget section, and a People Contact section. However, neither section is mandatory. A basic Home Management Binder should have the basic sections of: Schedules, Menus, and Cleaning. The other sections are just sections that you add, as you need them in your life.

For example, if you have children, then you'll probably have a Children section. If you homeschool your children, then you'll likely also have a "Homeschool" section.

Personalize your binder to fit YOU.

# *What Using My Home Management Binder Has Done For Me...*

## *A Few Testimonies*

*I love using my binder. Let me count the ways:*

- 1. Several times our power has gone out in a storm and I've been able to quickly call to report it because I have the electric company's phone number and our account number in my emergency section.*
- 2. I am much more disciplined in housekeeping with a weekly schedule of what to do when.*
- 3. I can plan a grocery list quickly because of the meal ideas in my menu section.*
- 4. Holiday shopping is easier because I have a gift idea list in my holiday section.*
- 5. Camping is a whole lot easier because I have a packing list, food list, wish list, etc. in my camping section.*

*I think all households can benefit from a binder, whether you stay at home or work outside the home, whether you have children or not, whether you're young or old. And it's so cheap and easy to do. You don't need a printer – notebook paper is fine. A decent binder can be made for less than \$10.*

*-Allison*

*My testimony isn't that it makes my life run ultra smooth, or that I keep up with it perfectly. It just keeps me really focused, and gives me a "go to" place for things I need to find fast. My husband is constantly impressed with what I pull out of it. I have made my master schedule according to my ideal day, but quickly found that I was trying to impress an unknown someone.*

*The other day, I actually did something different. I ran my day how I thought it would go smoother, and wrote THAT down. That is my new schedule. I really love the idea behind my home management binder being my curriculum, day planner, prayer place. I love having lists of books I want to read, subjects I want to study further, articles that really made me think. Our jobs as homemakers are all encompassing, our binders prove that and it makes me feel so blessed to look through and realize, (though not vainly) how very important my having things together is for our family's peace and contentment.*

*I felt a little pressure at first to have it be like someone else's, or a combo of everyone else's and that's not the point. It's about YOUR life and family....And that is the most awesome part. It's not a control journal, because we really aren't in control of anything and if you are like me, it just reminds me to remember Who really IS in control.*

*-Melissa*

*I love my binder! It helps me to be a better helper to my husband. I can quickly get to receipt or phone numbers he may need. I filed it in my binder so it was easy to find. My days are much better organized. I have my daily schedule and cleaning routine in my binder. What I need to get up and do is laid out for me in my binder. This is helpful when you have been up all night with sick babies. I am able to surprise my husband and kids with gifts they really wanted. Because I took the time to write it down in my binder it was easy to find when I needed it. My binder has a place to keep the things I need to help my day and household to run smoothly.*

*-Stacey*

*~~~\*~~~*

# Energy

A common complaint that is especially prevalent among many stay at home moms is this:

*I just have no energy. I fall out of bed in the morning, push hard all day, and then fall back into bed exhausted. I just don't seem to have the energy to get everything done.*

There is a little psychological trick that has been known to remedy the above situation in many cases. This trick not only seems to fix much of the energy problem, but also pleases our husbands.

The trick is not a secret. It's simple: it's in how you dress. One of the very first things you should do when you get up in the morning is to put on a beautiful, feminine, modest dress. After that, brush your hair, and maybe braid it, or pull the sides of your hair back, and fasten with it a barrette.



Dress in such a way that if you need to do a quick, unplanned run to the store, or are spontaneously invited to a social gathering, *you're already ready already.*

When you dress nicely, and have your hair done, you'll find that your energy is suddenly there (and your husband will likely love it as well). Give it a try.



Besides, the Bible says that we ladies are to dress feminine and modest, so we might as well do it. I find it quite fun. If you don't already dress this way, give it a try. A great website for obtaining wonderful dresses at a low cost is at:

<http://www.modestapparelusa.com>.

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Urgent Information

You can't do it on your own. You could have the greatest Home Management Binder in the world, and you still wouldn't be able to do it on your own. You may be able to fake it for a while, but it won't last.

Discouraged? Don't be. There is someone that will help, support, motivate, and enable us, so that we can do it.

His name is Jesus Christ. Either you know Him, or you think you know Him (but don't), or you don't know Him. For those who don't know Him, you may find that you are now offended. *Why is that?*

It's because there is power in the name of Jesus. By the mere mention of His name, demons shiver, sickness flees, hearts are healed, and souls are saved.

You can talk to an average secular person about Mohammed, Buddha, New Age Pyramid Power, etc., and that person is fine and comfortable with the conversation. Yet, once you mention the 'J' word, they stiffen up. *Why is that?* It is because there is power in the name of Jesus.

Have you read the Bible? It's a miracle – the Bible. It was written over thousands of years by over 40 different authors in different walks of life - from a tax collector, to a doctor. Here is the miracle: the Bible agrees with itself. There are no contradictions. In order for man to do this, each author would have to have written his book last. That is impossible. The miracle of the Bible is miraculous - because God wrote it via man's hand.

The Bible is God's love letter to you; it is life's instruction manual.

The central message of the Bible is this:

We are all sinners. A sinner cannot withstand standing in God's perfect and holy presence, and thus, cannot get into heaven. Therefore, God sent his only begotten Son, Jesus Christ, to make a way for us to get into heaven; and His way is the only way.

The wages of sin is death. Jesus died this death in our place, such that if we accept his love gift of dying in our place, and acknowledge Jesus as our Lord and Saviour, then Jesus' blood cleanses us from all sin, and we have a "get into heaven free card."

For more information on this, please open a King James Bible (if you don't have a King James Bible, then you can read one online for free at: http://www.biblegateway.com/passage/?book_id=50&chapter=1&version=9) and read the Gospel of John. Pay special attention to John chapter 3, verse 16, and read Romans chapter 10, verses 9-11 in parallel with John 3:16. The answers are there. I urge you to read them for yourself, and to do so before it's truly too late.

For crucial information on the truth about eternity, go to my page at <http://www.KeepingTheHome.com>, and click on the link near the top, called "Important: Please Read."

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## *Think About It...*

*You have been really stretching yourself for the past few days. You have been heading up a big event for a church charity. All of your work is volunteer work, and the hours are daunting. You come home from your last day of volunteer work, and you are so tired, that you just want to take a nice bath, and sleep for 12 hours straight.*

*You open the door to your house, and step into the living room, to find that it is a mess. Clothes are strewn everywhere, and there are toys all around. Next, you go into the kitchen, to find that the sink is full of dishes. The bathroom is no better. There is no toilet paper, and the toilet is clogged and about to run over.*

*You go to the Family room to see what's going on with your children and husband. You walk in to find that they are sitting on the floor, happily playing a board game.*

Stop for a minute. How would you react? Pick the best answer from the below that best describes your reaction:

- A) You pretend that the mess doesn't bother you, and join your family in the board game. Meanwhile, you're thinking about how disrespectful and ungrateful your family is, and you feel like the housewife martyr.
- B) You storm into the room, yelling at your family, and screaming your disgust at them.
- C) You burst out in tears, and remind them of how hard you worked, and asked why they just couldn't keep the place clean while you were gone.

If your response would be nothing like any of the above, then your response would have probably been a really good one... or an extremely bad one. Maybe you'd kill them (very bad), or maybe you would instead react in a godly way (very good) like the below:

Think about it logically...

Is your family's aim really to thwart your hard work? Is it really to put you down, and make your life harder? Unless you have hard evidence to back these assumptions up, then that's all they are – assumptions.

Here's what happened:

You came home, and it was a mess inside. Period. What you assume in your head besides this is not worth your time. You have what's in front of you. You have the fact. Getting angry with your family because of a messy house is your thinking of yourself as a martyr, or a victim. *Poor you, right?* That is not a good attitude, and it is not a trait of a godly woman. We all know that it is not good to feel sorry for ourselves.

Here is a better solution: Enjoy playing the board game with your family, and then clean up. Have the children pitch in, and if your husband isn't busy, ask if he wouldn't mind helping as well.

If you have trained your children's hearts to be humble and caring, then they will gladly help you, and it could be quite fun.

My point here is this: Things will rarely ever go your way. Are you going to be a sour puss about it? Or are you going to enjoy the blessings that are all around you? So what if you have to scrub toddler poop off of the mattress, mold off of the sitting dishes, sour milk out of the carpet, and snot off of the couch. These are trivial things, and don't take as long to do, as we tend to think they do.

When you are working, do it as if you are doing it for the Lord. You WILL be blessed for it. Whistle, smile, and sing unto the Lord.

After your work is done, please don't mention to anybody how you felt when you got home, and how you got over it anyway. For then you would already have your reward. Instead, reap the reward from God:

*Take heed that ye do not your alms before men, to be seen of them: otherwise ye have no reward of your Father which is in heaven. Therefore when thou doest thine alms, do not sound a trumpet before thee, as the hypocrites do in the synagogues and in the streets, that they may have glory of men. Verily I say unto you, They have their reward. But when thou doest alms, let not thy left hand know what thy right hand doeth: That thine alms may be in secret: and thy Father which seeth in secret himself shall reward thee openly.*  
-Matthew 6:1-4

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You're Organized, whether you Are or Not?

When most ladies want to be organized, they will make a plan like this:

1. Plan the organization
2. Get organized
3. Stay organized, and live happily ever after

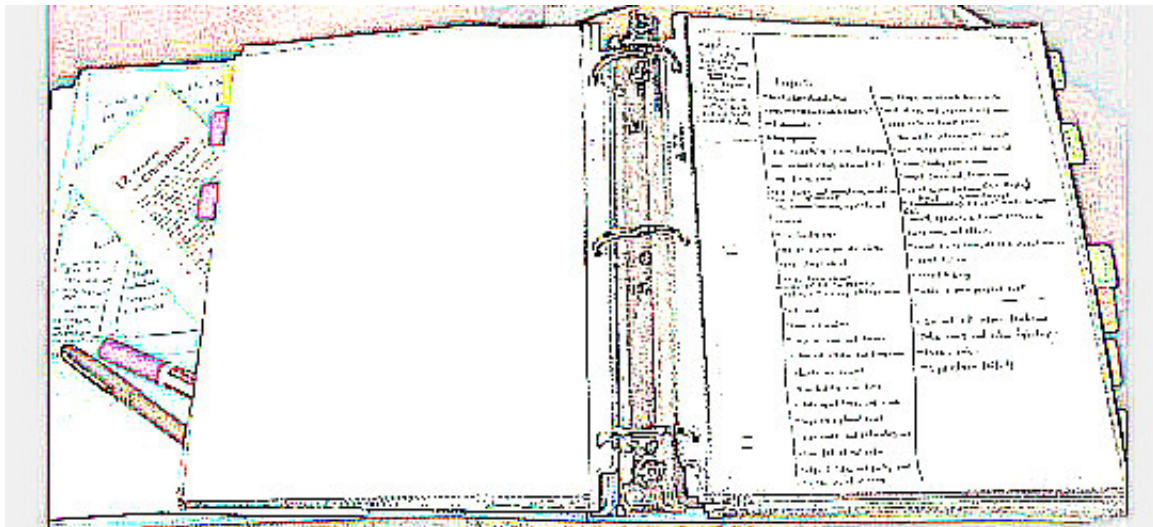
Here's the problem: a large percentage of ladies will never be able to do, or keep doing the above. Most ladies will fail. Why? Because they are doing it backwards.

Instead, declare yourself organized right now, and then start living like it. As you live organized, you will work on your Home Management Binder (remember, it changes as you do, hence is never done) and your house and life will reflect your organization.

I'm not saying you should fool yourself, or play pretend. I'm saying that you first need to commit to being organized, and then be organized. Try it like this:

1. Declare yourself as an organized person, and commit to staying that way.
2. Each day, perfect your organization, and remember that organization is always an ongoing process. An organized person is someone who's always organizing – you're *never* done.

3. Enjoy the results!



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## *You've Read Most of This Book!*

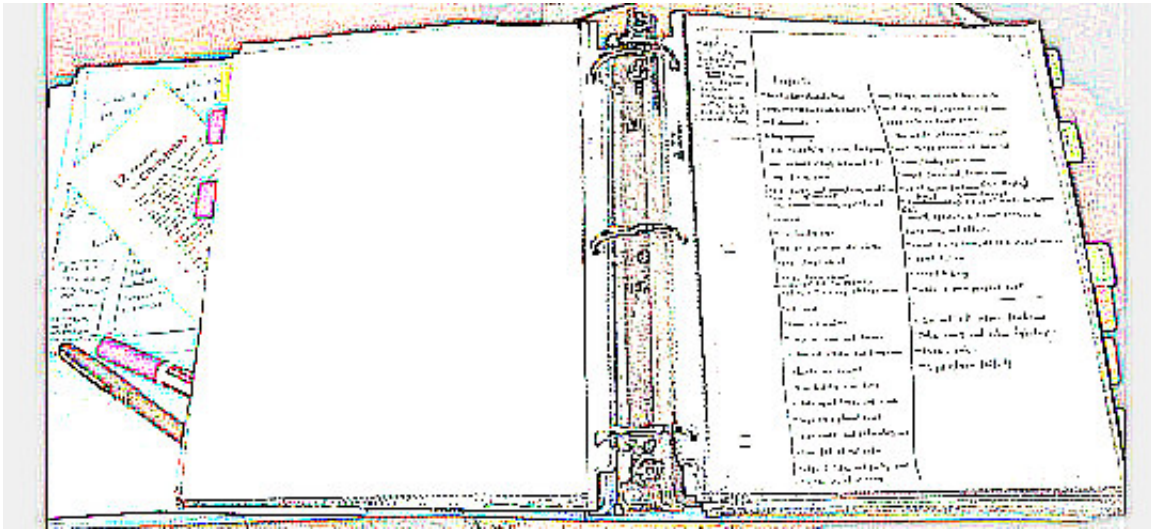
Have fun with your Home Management Binder, and don't forget to smile your way through each joyful day. Life is too short to dwell over things that aren't going your way. Give it all to God, and let it go. Smile and enjoy this wonderful life that God has given you.

If you have questions, you may find them already answered on my website at <http://www.KeepingTheHome.com>. I try to update my webpage six days a week, so visit often. I hope to "see" you there.

The remaining pages of this book are printouts. If you are at a loss as to how to arrange your binder, then feel free to print out the remaining pages of this book, and just pencil in your information.

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HOME MANAGEMENT BINDER

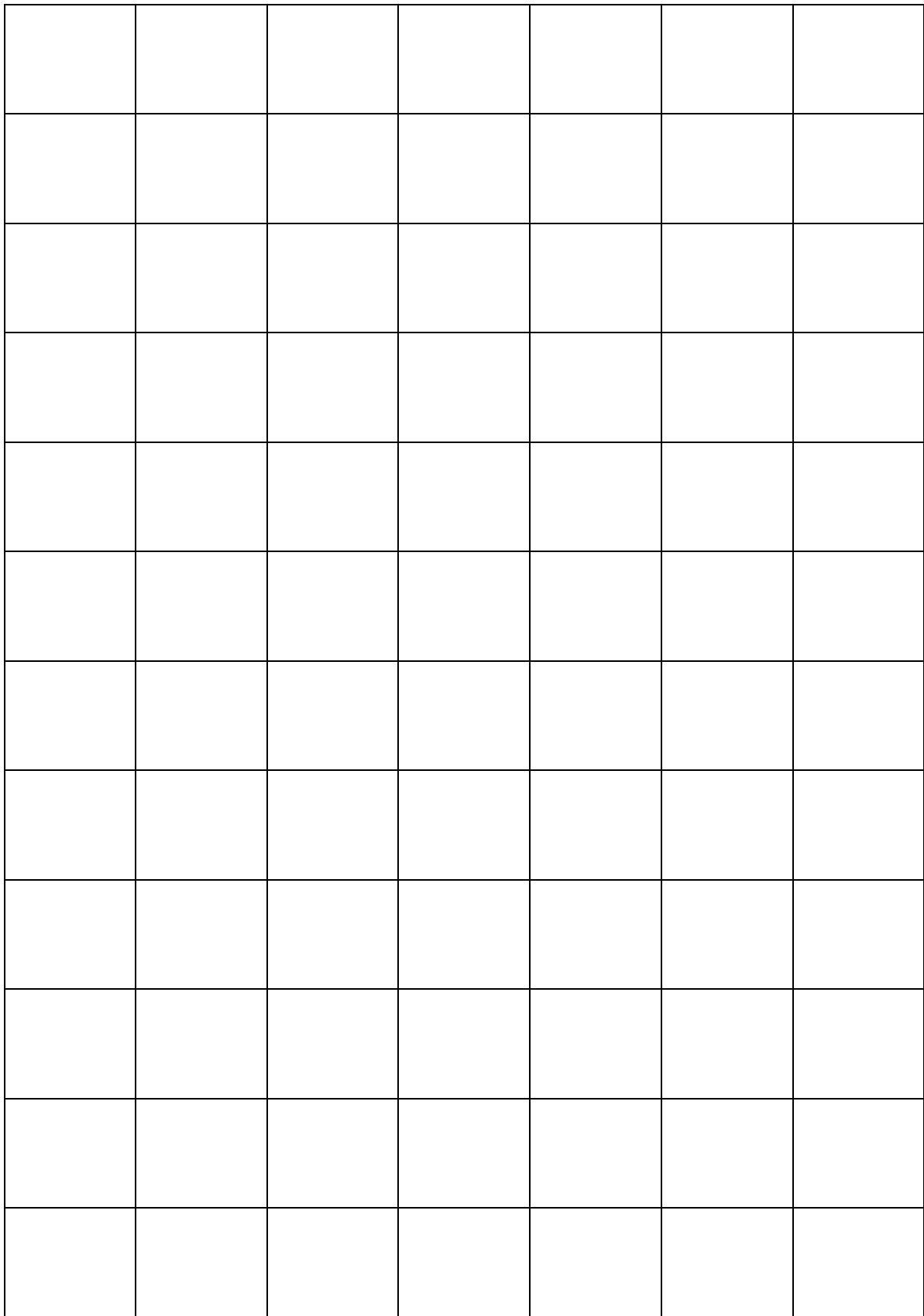


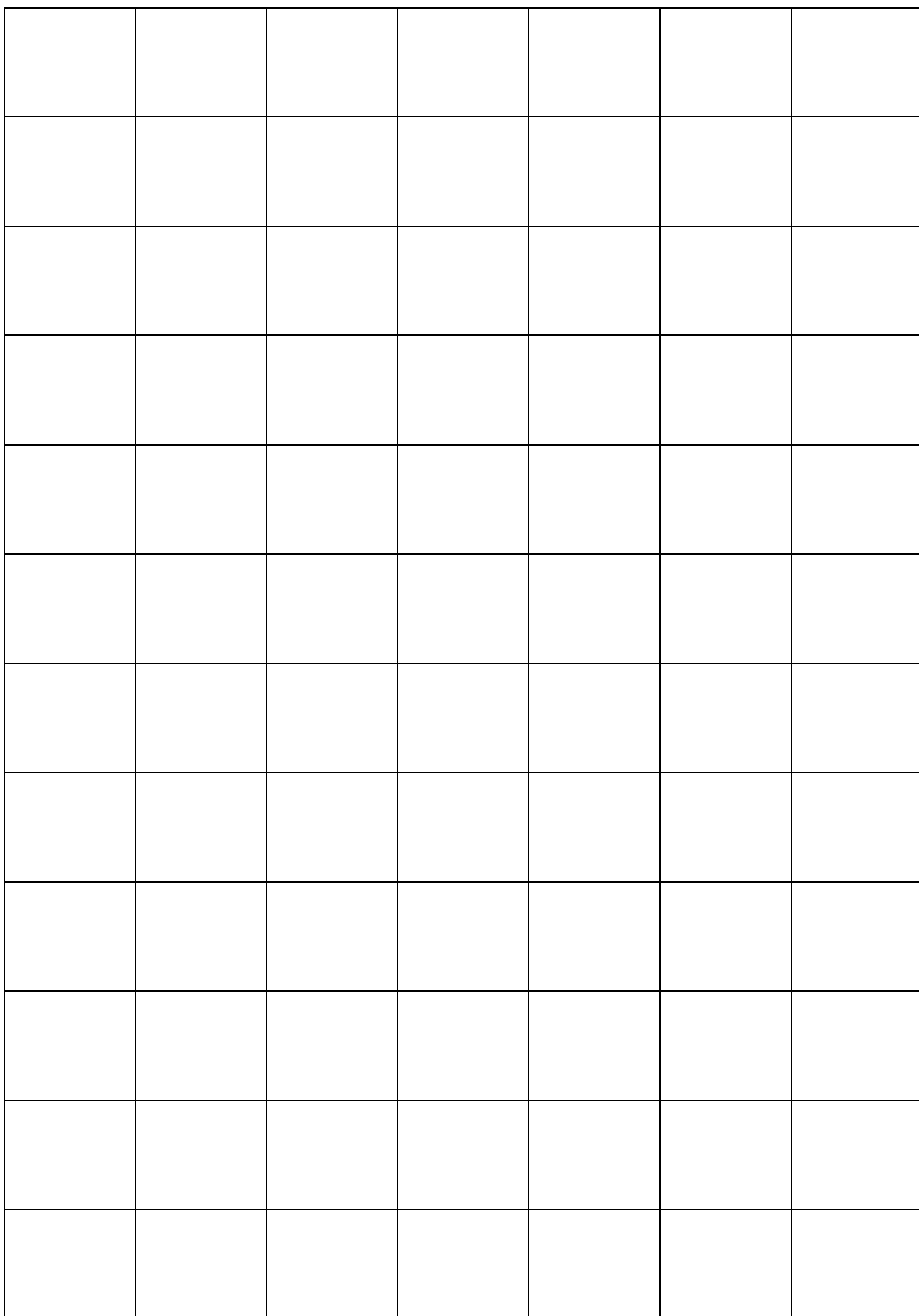
*To every thing there is a season, and a time to every
purpose under the heaven: Ecclesiastes 3:1*

Schedules Section

Master Schedule

[illegible]







Routines


MORNING:


[illegible]


AFTER MORNING – AFTER NOON:








































EVENING - NIGHT:
































Exercise Routine

| | |
|-----------|--|
| Monday | |
| Tuesday | |
| Wednesday | |
| Thursday | |
| Friday | |

Menu Section

Menu

Breakfast:

| | |
|-----------|--|
| Monday | |
| Tuesday | |
| Wednesday | |
| Thursday | |
| Friday | |
| Saturday | |
| Sunday | |

Lunch:

| | |
|-----------|--|
| Monday | |
| Tuesday | |
| Wednesday | |
| Thursday | |
| Friday | |
| Saturday | |
| Sunday | |

Dinner:

| | |
|------------------|--|
| Monday | |
| Tuesday | |
| Wednesday | |
| Thursday | |
| Friday | |
| Saturday | |
| Sunday | |

Master Grocery List

[illegible]

Recipes - page 1

Recipes - page 2

Recipes - page 3

Cleaning Section

Daily Cleaning Duties

| | |
|-----------|--|
| Monday | |
| Tuesday | |
| Wednesday | |
| Thursday | |
| Friday | |

Children’s Cleaning Chores

_____’s Chores:

| | |
|-----------|--|
| Monday | |
| Tuesday | |
| Wednesday | |
| Thursday | |
| Friday | |

_____’s Chores:

| | |
|------------------|--|
| Monday | |
| Tuesday | |
| Wednesday | |
| Thursday | |
| Friday | |

_____’s Chores:

| | |
|------------------|--|
| Monday | |
| Tuesday | |
| Wednesday | |
| Thursday | |
| Friday | |

_____’s Chores:

| | |
|------------------|--|
| Monday | |
| Tuesday | |
| Wednesday | |
| Thursday | |
| Friday | |

_____’s Chores:

| | |
|------------------|--|
| Monday | |
| Tuesday | |
| Wednesday | |
| Thursday | |
| Friday | |

Table Chores

Mom's Table Chores:

[illegible]

_____’s Table Chores:

[illegible]

_____’s Table Chores:

➤ _____

➤ _____

➤ _____

➤ _____

➤ _____

➤ _____

➤ _____

➤ _____

➤ _____

➤ _____

➤ _____

➤ _____

Focus Cleaning

| | |
|------------------|--|
| Monday | Week 1 –

Week 2 –

Week 3 –

Week 4 – |
| Tuesday | Week 1 –

Week 2 –

Week 3 –

Week 4 – |
| Wednesday | Week 1 –

Week 2 –

Week 3 –

Week 4 – |
| Thursday | Week 1 –

Week 2 –

Week 3 –

Week 4 – |

| | |
|---------------|--|
| Friday | Week 1 -

Week 2 -

Week 3 -

Week 4 - |
|---------------|--|

Projects

| | |
|--|--|
| | |
|--|--|

The Emergency Quick Clean in Nine Simple Steps

1. First things first - Go to each toilet in your house, lift the seat, and put in toilet bowl cleaner. Let it sit in your toilets, as you go through the next few steps. We'll come back to the toilets later.
2. Go into your kitchen, and wash your dishes. If you have a dishwasher, then use it. It's one of your many "servants".
3. Go to every sink in your house, and spray them all down with spray cleaner and let it sit. We'll get back to the sinks later.
4. Depending on the amount of mess in your house, this step may be the longest one for you... Go through every room in your house, and throw away any trash, and put away things that have wandered away from their homes.
5. The hard part's over. Grab a washcloth and a spray cleaner, and wipe down your kitchen/dining room table, kitchen counters, and bathroom counters.
6. Get back to those toilets and sinks! Time to wipe them down; the cleaner has been sitting in them long enough.
7. Almost done! Grab your broom, and do a quick sweep of your kitchen and bathrooms. This is a quick sweep - this means you just sweep the middles of the floors. Don't worry about moving chairs, etc., just sweep around them.
8. Time to spot mop. Turn on the hot water in your kitchen sink, get your mop wet, then look at the floor for messy spots, mop over each messy spot. Remember, this is an Emergency Quick Clean, so we're not mopping the whole floor, just the visibly dirty spots. Now do this in your bathrooms as well.

9. Quick Vacuum time... Vacuum your living room and dining room. Focus on the middles. Don't worry about the edges, or under furniture, etc.

All done!

Homemade Cleaning Solutions

Many people prefer to make their own cleaning solutions. I do. It's healthier and a lot cheaper. If you make your own cleaning solutions, or would like to start doing so, then you should keep your cleaning solution recipes in the Cleaning section of your binder.

With the below homemade cleaning products, you can disinfect, shine, and clean your home, while saving money.

What you'll need:

- ❑ White vinegar
- ❑ Water
- ❑ Baking soda
- ❑ Olive oil
- ❑ Lemon juice
- ❑ A clean and empty spray bottle
- ❑ A small re-sealable container

For cleaning surfaces, tiles, glass, mirrors, and TV/computer screens:

Mix 1 cup of white vinegar with 1 cup of water, and put it into a spray bottle. Label that bottle "multi-purpose cleaner".

For polishing delicate wood surfaces:

Take 1 cup of olive oil and mix it with 1/2 cup of lemon juice. Keep it in a sealed container, labeled "furniture polish". I suggest you only make this wood polishing solution when you know you'll be using it soon. If you let it sit for too long, it can get turn rancid.

For cleaning the toilets:

You can fill a spray bottle with undiluted white vinegar, and label it "toilet bowl cleaner". For nasty toilet bowl stains, you can cover the stains over with a paste made from mixing baking soda and water, and let it sit for about 10 minutes, then scrub.

If you choose to use store bought toilet bowl cleaner instead, just remember to keep it out of reach of children, as that stuff is very poisonous.

For cleaning sinks and tubs:

The multi-purpose cleaner mentioned above works great with sinks and tubs as well, but if you'd like a homemade cleaner with more scour power, then try the below:

Use baking soda as a scouring powder. For sinks and tubs that are hard to clean, add a little bit of water to the baking soda, to form a paste. Paint the paste onto the area you need to clean, and let it sit for a half hour, then scrub it off, and then re-scour with dry baking soda.

You may choose to use Soft Scrub for cleaning sinks and tubs instead. If you do so, remember that Soft Scrub will have fumes, can stain your clothing, and is dangerous to children, so be cautious.

For scrubbing hard floors:

Fill a mop bucket with steaming hot water, and add pour in some white vinegar. A cup's worth should be plenty.

For spot-cleaning carpets:

Pour some undiluted rubbing alcohol on the stain, and rub with a washcloth. Open a window if you have used a lot, and the smell is strong. Rubbing alcohol is poisonous, so be careful. You can use a foaming carpet cleaner instead, but that is also poisonous, so use it with caution.

Dishwasher Detergent and Laundry Detergent

It will save you a lot of money if you just make your own dishwasher and laundry detergents. If you don't have experience in doing this, then you may be thinking *this is going to be hard*. Relax. It's easy – very easy...

How to Make Dishwasher Detergent:

In the laundry section of most grocery stores, you can find a large box of baking soda (often a better deal than the smaller baking soda in the baking aisle) and a large box of borax. Borax is poisonous in large quantities, so use caution whenever using borax...

For dishwasher detergent, simply mix one cup of borax and one cup of baking soda, and store this mixture in a container.

Put white vinegar into your dishwasher for a rinse aide, in the rinse receptacle, if applicable. When you're ready to run a load of dishes in your dishwasher, put in **one drop** of liquid dish soap, and then put in 2 tablespoons of your homemade detergent on top of that. Put this into your main soap receptacle, and leave the pre-wash receptacle empty. Run your dishwasher on it's normal setting.

Note: Make sure you pre-rinse all dirty dishes by hand, before you put them into your dishwasher.

How to Make Laundry Detergent:

There are recipes all over the internet on how to make both liquid or powdered laundry detergent. I've tried different recipes, and below I'm going to present to you the one that I like the best. It's a powdered detergent, and is very easy to make...

You'll only need three ingredients: baking soda, borax, and ivory soap.

Use a cheese grater, and grate a whole bar of ivory soap. Ivory soap is very soft, so you should be able to grate whole bar of soap with great ease. *You'll grate with great ease.* 😊

Mix in one half cup of borax, and one and a half cup of baking soda with the grated soap. That's it; there's your homemade laundry detergent. For extra laundering power, you could mix in one half cup of powdered Arm and Hammer laundry detergent, if needed.

Homeschool Section

Homeschool plans for each child

[illegible]

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|--|--|--|--|--|
| | | | | |
|--|--|--|--|--|

Child Training Section

Activities for each child

| Day: | _____ 's | _____ 's | _____ 's | _____ 's | _____ 's |
|-----------|----------|----------|----------|----------|----------|
| Monday | | | | | |
| Tuesday | | | | | |
| Wednesday | | | | | |
| Thursday | | | | | |
| Friday | | | | | |
| Saturday | | | | | |
| Sunday | | | | | |

Training time for each child

[illegible]

Daily Family Free Time Activities

| | |
|-----------|--|
| Monday | |
| Tuesday | |
| Wednesday | |
| Thursday | |
| Friday | |
| Saturday | |
| Sunday | |

Other Section

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Recipes Section

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